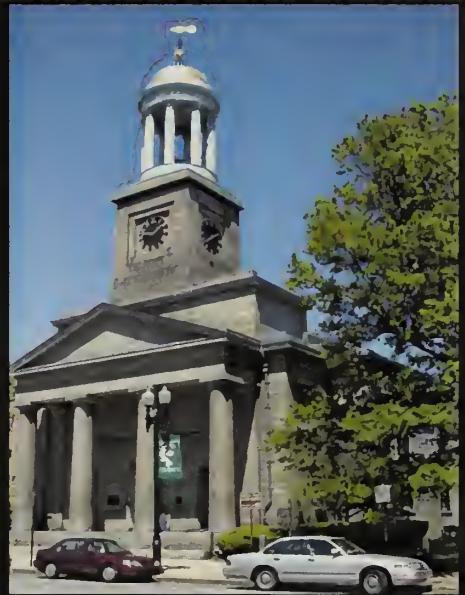


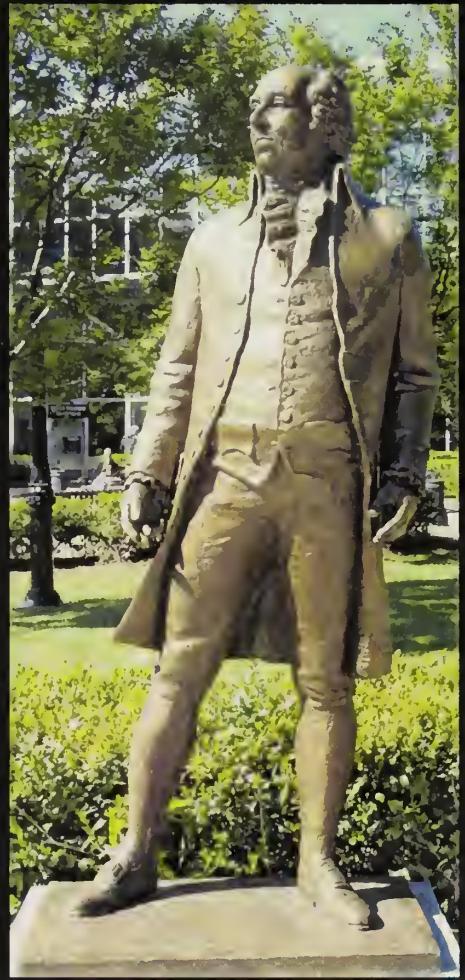


City of Quincy Massachusetts

Home of the Presidents

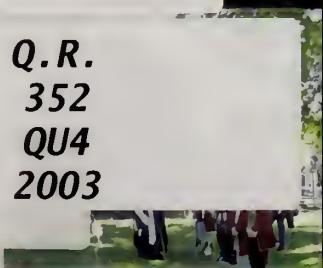


Annual Report



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ANNUAL CITY REPORT

Fiscal Year 2003

July 1, 2002- June 30, 2003

This Annual Report was prepared under the
direction of the Office of Mayor William J. Phelan.
Laurie M. Allen, Executive Secretary



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Quincy's Government

S e c t i o n

I

Quincy, Massachusetts

Population:	City Census 88,025
Land Area:	16.77 square miles
Shoreline:	26 miles
Tax Rate:	\$13.62 Residential, \$28.18 Commercial
Assessed Valuation:	\$7,841,717,823.00



**Honorable
William J. Phelan, Mayor**

MID-TERM ADDRESS

**The Honorable William J. Phelan
Mayor, City Of Quincy**

January 6, 2003

Reverend clergy, honorable mayors, Honorable Judge Coven, City Councilors, School Committee members, state, county, and local officials—past and present—department heads, city employees, honored guests, friends, and to all the citizens of Quincy: Welcome!

The year has moved so quickly that it's hard for me to imagine that it was only one year ago today that I took my oath of office ... one year ago that I stood before you for the first time as the Mayor of this great and historic City of Presidents.

I came to office after a hard-fought election in which the people of Quincy told me over and over...it was time for a change!

And change is always difficult.

One year ago, I asked for your advice, your cooperation and your prayers as together we faced the challenges of a post-9/11 world of a sagging economy and of rapidly diminishing state aid.

Little did I realize then how much I would depend upon your help. And you will never know how much your kind words of encouragement – at the supermarkets, on the ball fields, or on our sidewalks – have meant to me.

I promised to be truthful with the people of Quincy, no matter how bad the news was. And the truth is, this administration came to office

faced with a budgetary process in unprecedented fiscal disarray. We knew that, like every city in this commonwealth, Quincy faced a severe economic and fiscal downturn. But we had no way of knowing that we also faced other, deeper, problems, including:

- An inherited 2002 fiscal year budget 2 million dollars in deficit;
- City departments and accounts overspent and under-budgeted;
- 4.6 million dollars in unpaid bills rolled over from previous years;
- An unreported 1.6 million dollar a year cut in MWRA payments to the city;
- City revenues so grossly overestimated -- and expenditures so grossly underestimated -- that the Massachusetts Department of Revenue refused to certify the City's tax rate and refused to believe the city's budget numbers;
- A large-scale, ongoing, federal and state investigation into public corruption.

Why recount this today? -- Because you have a right to know. Because it is your money!

In the face of these budgetary realities, we rolled up our sleeves, and went to work to restore Quincy's fiscal stability. Let me begin today by thanking all of you for

One of my first official acts was to hire an independent accounting firm with experience in municipal finance to conduct a thorough audit of all city finances. My top priorities were - and

remain - protecting public safety, our public schools, and the vital functions of our Department of Public Works. Protecting those priorities required a true assessment of the city's fiscal condition. The findings of that independent audit speak for themselves.

The information we received helped us meet the enormous challenge of simultaneously balancing the deficit budget we inherited, while working to fully fund our first budget. We made tough and sometimes unpopular decisions. We recognized our moral obligation not to promise anything we could not deliver. And we put Quincy's financial house in order.

But I must emphasize that we succeeded only because of the cooperation and good will of so many people in this room, and across this city.

Now, it's true that we in city government have sometimes had our differences. But on every truly crucial vote, the majority of the City Council put aside their personal agendas, and put the taxpayers, the children, and the seniors of Quincy first!

And for that, I thank and applaud them today.

I also wish to commend the members of the school committee, department heads and city employees, our legislative delegation and Congressman Delahunt, and the many volunteers who serve on City boards and commissions, and functions and programs sponsored by the City. I wish to give particular thanks to our teachers and school administrators, who continue to earn my respect through their great work under tough budget constraints. And, I must thank our business community and friends in organized labor, for their help, trust, support, and cooperative spirit.

When I asked people for help in my inaugural address – they responded.

Let me give you an example: I'd like to acknowledge the initiative and follow-through shown by Captain Gary Smith, Lt. Michael

Granahan, Lt. Steven Walsh, Lt. Michael Connors and Firefighter Michael Worley. On their own initiative, and on their own time, these men wrote a grant application to FEMA securing close to \$300,000 in state-of-the-art fire gear to outfit every Quincy Firefighter – an enormous help to the brave firefighters who lay their lives on the line for us every day.

It was also my pleasure and my privilege to preside over the recent dedication of the World War II memorial statue. This effort was spearheaded by volunteers Leonard Morris, John Donlan, and Peter Gaccicia, who, along with other members of the committee, put in countless hours to make the memorial a fitting tribute to the bravery, selflessness, and sacrifice of those who risked everything for our safety and our freedom. Please join me in thanking them for their service

Through our combined efforts—doing more with less, while striving for excellence — I am happy to report that we begin this New Year not under the cloud of deficit, but on a firm fiscal foundation. In fact, if the weather will cooperate and take it easy on our snow removal account, we may even be able to increase our stabilization account to deal with unforeseen emergencies!

This turnaround represents a remarkable achievement in which each one of us can and should take pride. There were many steps, both big and small, that led us to this day:

On important votes, the city council supported us every time we asked them:
-they supported my proposal making us the first city in Massachusetts to enact early retirement incentives—allowing us to reduce our workforce, while avoiding major layoffs;

- They supported me in restructuring the overly aggressive payment schedule with Quincy Medical Center;

They voted with me to allow the shipyard to remain properly zoned, so that we could

cooperate with the federal government to ensure compatible development;

They supported my initiative to restore fiscal sanity to our employee health insurance program by renegotiating a better arrangement with our carrier;

They voted with me to establish the Office of Constituent Services:

They supported me in funding new, state-of-the-art financial software, which will make city government more efficient;

With the support of the council, I was able to rescind the Special Tax Agreement for the shipyard, and we assessed a 2 million-dollar tax bill on that white elephant.

With our fiscal house in order, we were able to move forward on a number of issues, including one of my top priorities: public safety.

I appointed a new fire chief and hired 15 new firefighters and a new Director of Emergency Management, formed a public safety commission of highly qualified professionals, established emergency guidelines and procedures to make us more efficient in times of emergency, and began to overhaul and rehabilitate a deplorable shelter system --- all of which has brought us, at last, into the 21st century.

We took firm and deliberate action to deal with problems at the police department. And, I appointed a new police chief, with a second in command, to begin a reorganization of the department—and I negotiated a new contract. We have a police force that serves and protects our citizens 24 hours a day, and they do so at great risk. Allow me to take a moment to recognize the recent actions of Sgt. Daniel Minton, and officers Joseph Keegan, Harry Breen & Joseph Lenki who, with total disregard for their own personal safety, saved a woman

from drowning in the frigid waters of Blacks Creek.

Quincy deserves no less. And today, every man and woman on our force knows that when they put on that uniform they represent this city, and they do so with pride!

As many of you know, I entered public service as a school committee member, and my concern for excellence in education is what led me to seek this office of mayor.

And so, I'm tremendously proud of our school committee, and our administrators, teachers, and parents. Together, we endeavor to protect our schools from the crippling effects that so many other cities and towns faced. Despite the new fiscal realities, we were able to address a 2 million dollar existing school deficit and were able to level fund the current budget for Quincy's schools.

While other cities and towns instituted large scale teacher layoffs and increases in teacher/student ratios, we have maintained our commitment to small class size. We worked hard to identify additional sources of revenue, found them, and beefed up security at the high schools, and restored programs. For the first time in 32 years, Quincy's teachers had a ratified contract when they reported to their classrooms!

Our children are enjoying great success, and our schools have flourished – one of the very best parts of being Mayor is that I get to visit those schools often – and I get to brag about them: -Squantum School- an Edgerly grant recipient, and top ten statewide in MCAS improvement; Sterling Middle School- honored by being named a Vanguard school; North Quincy's girls-volleyball champs; and the combined high school Robotics Team were the best in the State! And most importantly, our high school students continue to excel- gaining admission to the most prestigious colleges and universities in the world. For this achievement during tough fiscal times I ask my colleagues on the School Committee, as well as Superintendent

DeCristofaro and members of his administrative staff to please stand and be recognized.

By restoring fiscal stability, and establishing a climate of mutual respect, the city is today enjoying an unprecedented labor peace. We have signed sensible, fair contracts with teachers, police, library workers, and the members of 1130. I again thank our city workers for their dedication and their excellent work under difficult conditions.

During my administration, we will never fail to take care of our precious land and natural resources. This year, I was able to honor my promise to the people of one neighborhood by securing nearly one million dollars to remedy the decades-old pollution problems at the bog in Montclair. We also obtained 225 thousand dollars to retrofit our city's floodgates. And we ensure that the Quincy Shore Drive Improvement Project moves forward so that the quality of water is improved in Quincy Bay.

As someone who grew up playing in the parks and playgrounds and beaches of Quincy, I will continue to champion the cause of our recreational areas. Today, Quincy has its first skateboard park, its first in-line skate park, and some of the most beautiful recreational land in New England. Children played soccer for the first time at the Quarry Street complex, and we built a new basketball structure at Cavanaugh Field.

This progress will continue!

To grow new jobs and business, we have worked with the business community to create the Mayor's Committee on Tourism, and kicked off our tourism initiative with a spectacular outdoor concert on the lawn of the Adams Mansion. We will continue to leverage our city's rich historical resources for the benefit of everyone.

I listened when the people of Quincy spoke of the need for a more responsive and accessible government. I created a new Office of Constituent Services, to make sure that your

concerns—and complaints—are responded to quickly, courteously, and effectively.

This is particularly important for our seniors. And I am happy to report that our senior conference, thanksgiving dinner, senior Olympics, and citywide transportation service are going strong. This administration will always work to provide the services and dignity our seniors deserve.

And while we have made important progress in this first year, our job is not done. We still face a tough economy, and threats of massive additional cuts in local aid.

But together we have established a firm fiscal foundation upon which to build.

Today, our city is presented with unique opportunities for long-term improvement in the quality of life of our citizens for generations to come...projects that will define Quincy for our children and our grandchildren.

It is our charge to act intelligently – with wisdom and with a vision for the future – as we move to take full advantage of these opportunities.

I cite by way of example the Recreational Complex at Quarry Hills. Through yearlong, tough negotiations we now have a contract that guarantees that millions of dollars of additional revenue will flow to the city. And it provides a comprehensive public benefits package that ensures that the citizens of Quincy enjoy what we expect will be a truly world-class golf course and recreational facility.

I spent a significant portion of my time renegotiating the Quarry Hills contract because we understood that the Quarry Hills project will provide recreational and economic benefits to our children's' children. Long-term investments like Quarry Hills not only improve our quality of life but also will help this City weather future ups and downs in the economy. Similar

opportunities at hand demand – and will receive – that same level of attention, skill and energy.

The Fore River Shipyard is about to change hands again, perhaps for the last time in decades. The City must play a central role in ensuring that any future shipyard development meets our long-term economic, ecological and aesthetic goals.

We cannot allow short-term and shortsighted actions to rob us of our future. This week, I am travelling to Washington to enlist the help of our congressional delegation to insist that MARAD act in a responsible fashion as it moves to sell the shipyard. That it consider the far-reaching consequences of its actions. That it put Quincy's long-term interests first.

Downtown revitalization also presents the opportunity for benefits to be enjoyed for years to come. I will push the MDC to fund the flood remediation project, and will press the state to move forward on the second phase of the Quincy Center concourse. Genuine movement with regard to those two projects will make way for new development, such as the Hancock parking lot. And that in turn will be the catalyst for other improvements, including a downtown Cultural Center. My goal is to make sure that our downtown is vibrant, and helps keep our commercial tax base strong.

I will also continue to push to improve our tourism opportunities. With our important historical resources, the Quarry Hills Recreational Complex, and our natural resources, there is no reason that we can't have a strong – and permanent -- tourism component to our economy.

I will also bring that same energy and attention to open space and parkland preservation. No opportunity disappears more quickly than open space. And once lost, it is gone forever. The Army Corps of Engineers is poised to reclaim 30 acres of Broad Meadows as wetlands, while creating an additional 30 acres of upland. I am committed to seeing that project completed successfully and to establishing a park that will

take full advantage of the beauty that the location affords.

Finally, you simply cannot make these long-term future investments without a firm grasp of the overall financial health of the City. I will therefore propose the creation of the position of Chief Financial Officer for the City – someone who will review and work with all of the City's finance departments to make sure that we know exactly what our financial picture looks like at all times, and can plan responsibly for the future.

At the same time we set our sights on major opportunities for the City, we can't forget the day-to-day environment in which all of us live. We must tackle the mess that is the result of years of neglect of our roadways and sidewalks. Having analyzed the problem, we have created a citywide master plan, designed to make our streets the best in the state. When the spring brings warmer weather, you'll begin to see the results! To make sure that this important job gets done, I am proposing that a portion of the City's revenues from the Quarry Hills project be dedicated to keeping our streets and sidewalks in good shape.

In the past year, many challenges have been overcome. In the year ahead, we will surely face more --- with a tough economy and those threatened cuts in state aid.

But the people of Quincy should know, together we have made a good start! And, together, we will move this historic city forward into its brightest days.

For all who love this city, and who have sacrificed and compromised and put your own wants aside for the greater good...I offer sincere thanks. I ask that you continue to work with us through these trying days, for our children, for our seniors, for our working families, and for our great city.

And please, stay optimistic! The naysayers and the cynics will always be with us. But together, we can -- and we will -- have great schools for

our children. We will improve public safety. We will beautify our parks and natural areas. We will make life better for our senior citizens. We will create more jobs,

and encourage new businesses and new affordable housing. And together, we will build a vibrant, exciting, livable city that fulfills all the tremendous potential we know this great community holds!

I am honored to be your Mayor.

Thank you.



The Quincy City Council 2003



Bryan C. Connolly
Ward 4 Councillor



Kevin F. Coughlin
Ward 3 Councillor



Joseph G. Finn
Councillor-At-Large



Douglas S. Gutro
Ward 5 Councillor



Gregory M. Hanley
Ward 1 Councillor



John Keenan
Councillor-At-Large



Daniel G. Raymond
Council President
Ward 2 Councillor



Francis X. McCauley
Councillor-At-Large



Joseph J. Newton
Ward 6 Councillor

City Council Committees

2002-2003

COMMITTEES OF THE WHOLE

Finance
Ordinance
Oversight
Public Works
Park & Recreation
Public Safety
Rules
Senior Citizens
Education
Business & Economic Development
Disabilities
Veterans Services
Library
Housing
Municipal State & Federal Relations

CHAIRMAN

Kevin F. Coughlin
Gregory M. Hanley
Joseph J. Newton
Joseph G. Finn
Kevin F. Coughlin
Gregory M. Hanley
Joseph J. Newton
Bryan C. Connolly
Kevin F. Coughlin
Douglas S. Gutro
Bryan C. Connolly
Francis X. McCauley
John Keenan
Joseph G. Finn
Joseph J. Newton

VICE CHAIRMAN

Douglas S. Gutro
Joseph J. Newton
Francis X. McCauley
Douglas S. Gutro
Joseph G. Finn
Bryan C. Connolly
Gregory M. Hanley
Joseph J. Newton
Douglas S. Gutro
Joseph G. Finn
Joseph G. Finn
Gregory M. Hanley
Kevin F. Coughlin
Gregory M. Hanley
Francis X. McCauley

Quincy School Committee

2002 - 2003

The Honorable William J. Phelan, Chairman

Christine M. Cedrone, Vice Chairman

Jo-Ann M. Bragg

Elaine F. Dwyer

Ronald J. Mariano

Michael E. McFarland

Linda K. Stice

**Richard DeCristofaro, Superintendent of Schools
and Secretary to the Quincy School Committee**



BOARDS AND COMMISSIONS 2003

Beaches Commission

Leo Kelly
Douglas Gutro
Margaret Milne
Robert Galligan
David Murphy
Jack Nigro
Anne McDonald
Michael Morad
Patrick J. Foley
Joseph Joy
Robert Lescinskas
Chickie Abdallah
Kristen Awed
Monique Flaherty
Bernie Reisberg
Monica Ferraro
Drew Scheele

Bike Commission

Anton Neilson
Mike Hurley
Ron Goodman
Leonie Howard
Bruce Hilturen
Madelein Noland
Diane Daniel

Board of Assessors

Marion Fantuccio
Joseph LaRaia
Jolanta Briffett

Board of Registrars of Voters

Denis Tardo
Charles T. Sweeney
William Draicchio
Joseph P. Shea

Building Board of Appeals

Rick Smith, Esquire
Edward Leone
Kenneth Trillcott
Roger Wallin

Cemetery Board of Managers

Richard T. Sweeney
Paul Mauriello
Thomas Galvin
Arthur Wahlberg
Paul A. Schaetzl
Tom Stansbury
Thomas Koch

Commission on Disabilities

Nancy MacDonald
Larry Wood
Nancy Magee
Jonathan Yip
Jane Williams
William Murphy
Amy Boynton
George Colarusso
Vivian Quint

Commission on the Family

Paul Berrini
Robert Bosworth
Rick DeCristofaro
Robert Curry
Acting Chief William Falco
Richard Meade
Reverend William McCarthy
Barry Welch
Sarah Yaroschuck
Christine Schuster

Commission on Women

Sister Joanne Westwater
Lois Elene Farrazzi
Maureen McGuire
Karen A. Donnellan-Potts
Jennifer DeVan
Mary Lou Meighan
Deborah Mollomo
Anne Keating
Barbara L. Wood
Loretta DeGrazia
Jeanne Leslie
Nancy Callanan

Claudia Rasmussen
Jane B. Ford
Holly Williams
Joan Pritchard
Audrey R. MacAllister
Barbara Nawrot Mendez
Pauline Petipas
Mary Ann Stiglone
Katie Green
Joyce Young
Evie Shore
Donna Nolan
Elizabeth Pywell-Stone
Maureen Ayers
Judy Farmer
Tara Curry
Nichole Kinney
Kristin Priscella

Community Policing Commission

Paula Nicholson
Normand Goyette
Richard DeCristofaro
Chief Thomas Gorman
Thomas Koch
John Mather
Father Robert Monagle
Linda Stice
Barry Welch
Courtney Cahill
Michael Jackman
Bruce Carr
Dan Keating
Captain Terrence Kelly
Lieutenant William Stenton
Officer Thomas Connors
Captain Frederick Laracy
Bob Hanna
William Falco
David Colton
Jane Gallahue
Richard Meade
Walter White

Conservation Committee

William Keener
E. James Iorio
Kathy Shaw
Suzanne Dixon

Martha C. King
Thomas Kelly
Heather Sargent

Council On Aging

John D. Noonan
Frank Kearns
Arthur Kennedy
John Chen
Kathy Quirk
Dr. Joseph E. McDermott
John Molloy
Mary Vallier
Mary Kay Bamford
Kenneth Tarabelli
Alexander P. Farquahr
Mark Carey
John G. Mather
Drew Scheele
Barry Welch

Designer Selection Board

Brion Winn
Jay Fink
James Wilson
David Tenney

Emergency Management

John Chetwynd
William Shaw
Anthony Siciliano
Denis Trottier
Brian Wilkosky
Bob Curry
Cherie Krigsman
Alie Shaughnessy

Fair Housing Committee

Nancy Callanan
Judy Farmer
Debbie Kidd
Frank Kearns
John Chen
Grace Raymondi
Jane Reikard
Abe Cohen
Reverend Sheldon Bennett
Kathy Healy
Kathy Shaw

Margaret O'Connor
Jo-ann Bragg
Robert Ulchak
William Keener
Bob Rizzi
Jonathan Yip

Harbormaster

Andrew Ayer
James L. Silcox, Sr.
Daniel C. Shea
Stephen Cleary
Frederick Heller
Alfred Petta
James B. Hines
George Gullage, Jr.
Charles Leuchte
Sal Gallinaro
James Witham
Kevin McKinnon
Robert Gillan
Robert Morales
Francis X. Roche
William F. Wright
James Silcox
John Leuchte
Michael Knudsen
Thomas O'Rourke
Steve MacDonald

Historic District Commission

Edward Fitzgerald
Susan Canavan
Anthony Ricci
James B. McLean
Anne Corcoran
Joyce Baker
Mary Clark
Richard Meade

Human Rights Commission

David Ezickson
Joseph McDermott
William Murphy
Sandra Pimental
George Clark
Maria D'Arcangelo
Donna Johnson
Zaida Shaw

Nancy McDonald
Yi Zou
Guy Degrazia
Jonathan Yip
Ed Grogan
Reverend Esther Bowen
Peggy Farren
Lt. Paul Keenan

Industrial Development Finance Authority

Michael Reidy
Joseph Priscella
Arthur Kennedy
Walter Hannon
James F. Eddy

License Board

Joseph P. Shea
Paul O'Connell
William Falco
Drew Scheele
Walter C. White

Board of License Examiners

Carl Bersani
Walter F. MacDonald, III
Allan MacLeod
Richard Stewart

Park and Recreation Board

Cornelius Driscoll
Ted DeCristofaro
Sandy Verhault
Anthony Sansevero
Robert Evans
Bryant L. Carter, Jr.
John Nigro
Ronald Mariano
Josephine E. Shea
Thomas Koch

Planning Board

Emilio Favorito
Anthony Sandonato
Caryn Smith
James F. Kelley
Robert Harnais, Esquire

Quarry Hills Advisory Board

James L. Anderson
Moya Baldwin
Al Bina
Stephen J. Conroy, Jr.
Robert Curry
Michael D'Amico
Richard Deady, Jr.
Richard DeCosta
Barbara Donelin
Paul Flaherty
James L. Galvin, Jr.
Robert M. Keezer
Luke MacNeil
Michael Masone
Jeffy McNeil
Tom Murray
Michael E. O'Connell
Francis R. Pecoraro
Hugh Reilly
Lee Smith
Ronald Tausevich
Gerry Tirrell
Peter R. Traficante, Jr.
James Vallier
James A. Webber, Jr.

Quincy Arts Council

Margaret Spencer
Maryellen O'Brien
Arthur Keough
Deborah Ali
Deborah Ormon
Antoinette Paglierani
Dianne Murphy
Eleanor Nelson
Maria D'Arcangelo
Edward Fitzgerald
Yolanda Romanelli
Kelly Peterson Cobble
Mary Ann Androncio

Quincy Housing Authority

James P. McDonald
Kevin Cotter
F. Jean Kennedy
Reverend William McCarthy
Christine Cedrone
John G. Mather

Recycling Commission

Sally Owen
Jean Mackey
Nancy Joyce
Larry Chreitien
Douglas Gutro
Joan Pierce
Jim Felci
Michael Hurley
Claire Silverman
Thomas Fabrizio
Rosemary Nolan

Rent Grievance Board

Edward Flavin
Lawrence Falvey
Jane Reikard

Retirement Board

Francis X. McCauley
Mike McFarland
Georgo McCray
Richard Crespi
Roger Perfetti

Thomas Crane Public Library Board

Sandra McCauley
Lawrence Falvey
Aileen Eleey
Michael Furey
Alicia Coletti
Harold Crowley

Youth Hockey Arena Board

Stephen DesRoche
Christopher McArdle
Pamela Craig
Bruce Wood

Zoning Board of Appeals

Stephen DesRoche
Maryellen Cronin
Jack Garland
Paul G. Gould
William G. Cunniff
Luke MacNeil
Bruce Wood
David Portesi

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II



Municipal Departments

CITY CLERK

Joseph P. Shea, City Clerk



2003 Annual Report ELECTIONS

PRELIMINARY ELECTION CITY OF QUINCY, MASSACHUSETTS TUESDAY, SEPTEMBER 16, 2004

	VOTES	PERCENT
PRECINCTS COUNTED (OF 30)	30	100.00
REGISTERED VOTERS -TOTAL	52,229	
BALLOTS CAST - TOTAL	12,747	
VOTER TURNOUT - TOTAL		24.41

MAYOR

VOTE FOR 1 (WITH 30 OF 30 PRECINCTS COUNTED)		
WILLIAM PHELAN	8,504	67.93
JOSEPH J NEWTON	3,384	27.03
HARVEY KERTZMAN	569	4.55
WRITE-IN	61	.49
Total	12,518	100.00
Blanks	229	

CITY COUNCILLOR WARD 1

VOTE FOR 1 (WITH 5 OF 5 PRECINCTS COUNTED)		
LEO J. KELLY	868	28.51
JOSEPH KEEGAN	702	23.05
JAMES L. BOTTARY JR	605	19.87
JOANNE M. BYTHROW	551	18.10
SEAN MCARDLE	316	10.38
WRITE-IN	3	.10
Total	3,045	100.00
Blanks	39	

CITY COUNCILLOR WARD 6

VOTE FOR 1 (WITH 5 OF 5 PRECINCTS COUNTED)		
ALICIA A. GARDNER	868	31.86
BRIAN F. MCNAMEE	856	31.42
WILLIAM H. KEENER	431	15.82
MARK W. BRACKEN	283	10.39
MARYANN P. MAHONY	277	10.17
WRITE-IN	9	.33
Total	2,724	100.00
Blanks	43	

SCHOOL COMMITTEE

VOTE FOR 3

(WITH 30 OF 30 PRECINCTS COUNTED)

LINDA K. STICE	6,582	22.13
RONALD P. IACOBUCCI	4,506	15.15
BRIAN H. BUCKLEY	4,448	14.96
THERESA M. LORD-PIATELLI	3,885	13.06
ELAINE F. DWYER	3,530	11.87
DAVID F. MCCARTHY	3,291	11.07
STEPHEN P. GOLDEN	2,526	8.49
JOHN L. RODOPHELE	932	3.13
WRITE-IN	24	.08
WRITE-IN	7	.02
WRITE-IN	6	.02
Total	29,737	100.00
Blanks	8,504	

**MUNICIPAL ELECTION
CITY OF QUINCY, MASSACHUSETTS
TUESDAY, NOVEMBER 4, 2004**

	VOTES	PERCENT	
PRECINCTS COUNTED (OF 30)	30		100.00
REGISTERED VOTERS -TOTAL	52,684		
BALLOTS CAST - TOTAL	18,545		
VOTER TURNOUT - TOTAL	35.20		

MAYOR

VOTE FOR 1

(WITH 30 OF 30 PRECINCTS COUNTED)

WILLIAM PHELAN	13,117	72.99
JOSEPH J NEWTON	4,775	26.57
WRITE-IN	79	.44
Total	17,971	100.00
Blanks	574	

COUNCILLOR-AT-LARGE

VOTE FOR 3

(WITH 30 OF 30 PRECINCTS COUNTED)

FRANCIS X. MCCUALEY	9,870	22.77
JOSEPH G. FINN	9,748	22.49
JOHN F. KEENAN	8,827	20.36
JO-ANN M. BRAGG	7,310	16.86
JIMMY LIANG	6,654	15.35
ROBERT J. BOUSSY	897	2.07
WRITE-IN	27	.06
WRITE-IN	11	.03
WRITE-IN	2	
Total	43,346	100.00
Blanks	12,289	

CITY COUNCILLOR WARD 1

VOTE FOR 1

(WITH 5 OF 5 PRECINCTS COUNTED)

LEO J. KELLY	1,901	53.58
JOSEPH KEEGAN	1,633	46.03
WRITE-IN	14	.39
Total	3,548	100.00
Blanks	111	

CITY COUNCILLOR WARD 2

VOTE FOR 1

(WITH 5 OF 5 PRECINCTS COUNTED)

DANIEL G. RAYMONDI	2,055	97.81
WRITE-IN	46	2.19
Total	2,101	100.00
Blanks	514	

CITY COUNCILLOR WARD 3

VOTE FOR 1

(WITH 5 OF 5 PRECINCTS COUNTED)

KEVIN F. COUGHLIN	2,400	82.14
JOHN C. CAIN	519	17.76
WRITE-IN	3	.10
Total	2,922	100.00
Blanks	153	

CITY COUNCILLOR WARD 4

VOTE FOR 1

(WITH 5 OF 5 PRECINCTS COUNTED)

JAMES H. DAVIS III	1,779	97.48
WRITE-IN	46	2.52
Total	1,825	100.00
Blanks	569	

CITY COUNCILLOR WARD 5

VOTE FOR 1

(WITH 5 OF 5 PRECINCTS COUNTED)

DOUGLAS S. GUTRO	2,615	99.24
WRITE-IN	20	.76
Total	2,635	100.00
Blanks	561	

CITY COUNCILLOR WARD 6

VOTE FOR 1

(WITH 5 OF 5 PRECINCTS COUNTED)

ALICIA A. GARDNER	1,740	50.25
BRIAN F. MCNAMEE	1,714	49.49
WRITE-IN	9	.26
Total	3,463	100.00
Blanks	143	

SCHOOL COMMITTEE

VOTE FOR 3

(WITH 30 OF 30 PRECINCTS COUNTED)

LINDA K. STICE	9,532	22.61
ELAINE F. DWYER	7,083	16.80
DAVID F. MCCARTHY	6,911	16.39
BRIAN H. BUCKLEY	6,445	15.29
THERESA M. LORD-PIATELLI	6,176	14.65
RONALD P. IACOBUCCI	5,953	14.12
WRITE-IN	32	.08
WRITE-IN	16	.04
WRITE-IN	7	.02
Total	42,155	100.00
Blanks	13,480	

2003 CITY OF QUINCY VOTERS

Democrats:	24,464
Republicans:	6,515
All Others:	21,980
TOTAL:	52,959

DOG LICENSES SOLD

Male	978
Female	843
TOTAL	1,821
Transfer	0
Late	101
Kennel	1
Seeing Eye	3

VITAL STATISTICS

<u>Births:</u>	
Out of Town	1,025
<u>Marriages:</u>	775
<u>Deaths:</u>	
Quincy	832
Out of Town	300

TOTAL RECEIPTS FROM VITAL STATISTICS: \$154,836.00

LICENSE BOARD

No.	License Type	Fee	Total
13	Clubs	950.00	12,350.00
3	General on Premises	1,500.00	4,500.00
2	Inn Holder/Hotel	2,000.00	4,000.00
74	CV/All Alcoholic	1,300.00	96,200.00
9	CV/Wine & Malt	1,000.00	9,000.00
6	Veterans' All Alcohol	500.00	3,000.00
1	Clubs/Wine & Malt	650.00	650.00
15	Retail Winte & Malt	1,000.00	15,000.00
18	Retail All Alcohol	1,300.00	23,400.00
	AS OF 12/30/03		
	COLLECTED:	LIQUOR	\$168,100.00
ALL OTHER COLLECTED AS OF 12/31/03			
226	Common Victualer	100.00	22,600.00
11	Motor I	50.00	550.00
42	Motor II	100.00	4,200.00
2	Ammunition Storage	35.00	70.00
5	Self-Service Gas	400.00	2,000.00
47	Containers/Storage Units	PER UNIT 50.00	2,375.00
3	Inflammables	25.00	75.00
1	Auctioneer	25.00	25.00
90	Hackney	50.00	4,500.00
16	Bowling Lanes	PER LANE 40.00	640.00
16	Entertainment	200.00	3,200.00
6	Floor Show	200.00	1,200.00
62	Cabaret	100.00	6,200.00
2	Dancing (Alcohol)	200.00	400.00
4	Dancing School	100.00	400.00
29	Juke Box	25.00	725.00
113	Garage Repair	25.00	2,825.00
72	Gas Repair	50.00	3,600.00
3	Junk Wagon	100.00	300.00
30	Lodging House	200.00	6,000.00
30	Manager	25.00	750.00
7	Movie Screens	PER SCREEN 50.00	350.00
1	Non-Alcoholic Club	50.00	50.00
6	Old Gold & Silver	75.00	450.00
23	Parking Space	25.00	575.00
2	Pawn Broker	100.00	200.00

40	Pinball/Video	PER MACHINE	125.00	5,000.00
10	Pool Table	PER TABLE	125.00	1,250.00
7	Secondhand		100.00	700.00
			OTHER	\$71,210.00
			LIQUOR	<u>\$168,100.00</u>
		GRAND TOTAL		\$239,310.00



CITY SOLICITOR

Monica E. Conyngham, CITY SOLICITOR



Annual Report 2003

Under the direction of the Mayor, the office of the City solicitor provides legal services for the City of Quincy. The Solicitor, her assistants and counsel are responsible for defending the City against all lawsuits and claims brought against the City, its officers, employees and departments. They must also commence and prosecute all legal actions arising from claims, rights or privileges of the City or any department or administrative board of the City. These responsibilities usually include litigation; the review of legal documents; and the rendering of legal opinions upon request from the Mayor, City Council or department heads.

During fiscal year 2003, Attorney Joseph A. MacRitchie served as Acting City Solicitor, through the third Monday of December, 2002. At that time, Mayor William J. Phelan appointed newly hired Monica E. Conyngham as City

Solicitor. Prior to joining the City, Ms. Conyngham was an attorney at Foley, Hoag LLP in Boston for twelve years.

Numerous issues of municipal law were presented for resolution, including resolving outstanding real estate taxes on the Fore River Shipyard in excess of \$1.5 million; setting the City's tax rate for fiscal year 2003; the expenditure of municipal funds; as well as the City's relationship with the Massachusetts Water Resource Authority. The office of the City Solicitor was proud to assist the administration in resolving these and many other issues in a manner fitting of our great city.

During Fiscal Year 2003, the City received in excess of 237 new claims. During that same period, payments were made in settlement of approximately 33 claims.



COUNCIL ON AGING, DEPARTMENT OF ELDER SERVICES

Thomas F. Clasby, Jr., DIRECTOR



ANNUAL REPORT 2003

2003 brought a series of new challenges for the Department of Elder Services. The demolition of the buildings at Squantum Gardens caused us to look for new facilities to house various programs. We strengthened existing relationships with various agencies in our city and managed to not only house all of our existing programs but instituted new ones. Thanks to the River Bay Club, Marina Place, the Park Department, Recreation Department, the Thomas Crane Public Library and The Most Blessed Sacrament Church all of our programs were given ample space.

In spite of a state-wide fiscal crisis, we were able to add such programs Financial Advice, Movie of the Month, Hearing Screening, Legal Advice and Massage Therapy. All of these programs are provided on a monthly basis at little or no cost to Quincy's seniors. We were able to provide 125 free simple wills; 76 free hearing exams; and 36 sessions of financial advice.

Another first in 2003 was the Mayor's Senior Safety Forum which drew more than 90 seniors. Representatives from the Quincy Fire Department, Quincy Police Department, Norfolk County Sheriff's Department, and the Norfolk County District Attorney were on hand to educate the seniors on various safety issues, like the importance of smoke detectors, the variety of scams affecting seniors, dishonest care giving and elder abuse. The Department of Elder Services sponsored a number of educational and informational seminars on housing, finances, health screenings, legal services and other areas on a bi-monthly basis. Held at a number of

Community Centers throughout the City, these programs attracted a large number of seniors.

As a sponsoring agency, the Quincy Council on Aging provided office space, telephone and other office support, as well as hiring and supervising of the program coordinator for the SHINE program. The SHINE program handles all questions regarding Medicare, Medicaid, prescription coverage, duplicate billing and many other inquiries regarding health insurance. All SHINE volunteers completed an extensive 8-day training program and continually received updates and new information regarding changes in the system. There is no cost for seniors who utilize this service.

We continue our campaign to identify those individuals who are recently widowed and inform them of the services that are available to them. Each senior who loses a spouse receives a letter of condolence from the Director on behalf of the Department and information regarding the services available. We also continue to operate a number of smaller programs and sponsor some annual special events as well. Outreach on Wheels, in conjunction with the Thomas Crane Public Library, provides reading and other library materials to homebound seniors.

We remain committed to our fitness program, which includes line dancing and exercise. This program also includes an osteoporosis prevention weight training element. And for those seniors who enjoy strengthening their mind as well, a Scrabble Club and Bridge Club meet once a week at the Dawes House.

The South Shore Center for the Blind was founded in 1976 and continues to be a source of pride for the Department. Supervised by Quincy Elder Services, this program continues to provide the visually impaired with a place to enjoy various activities every Tuesday and Friday. Volunteers assisted with these activities, as well as a number of special events and field trips that took place throughout the year. As a sponsor of this worthwhile program, the Quincy Council on Aging provides an ongoing support of this meaningful program. This program was held at the Most Blessed Sacrament Church, Hough's Neck during the summer months and in the fall the Blind group moved to the Fore River Club House.

The Friendly Visitor volunteers continued to make visits to homebound seniors. Quincy Elder Services manages this program filing a C.O.R.I. (Criminal Offender Record Information) on all volunteers, matching volunteers with the appropriate seniors, keeping track of volunteer hours, and recording monthly reports. This program is indicative of the outreach efforts of Quincy Elder Services in making sure those living alone receive the care that is needed.

Our transportation program continues to be one of the finest in Massachusetts, in fact other communities are implementing their own programs modeled after Quincy's. The medical transportation program provided trips to Quincy, Milton, Carney and Braintree Rehab hospitals and several Boston hospitals and local doctors' offices. The Transvan program continues to thrive. The Transvan Program, with a nominal fee of \$20 per quarter, provides transportation throughout Quincy for any personal appointment. This service helps to fill a great void for seniors who need reasonably priced transportation to go food shopping, visit a friend, attend a wake, hairdressing or barbering, or for any reason. The Department of Elder Services continually gets positive responses from the many clients who use the program, especially the professional treatment and thoughtfulness displayed by all the drivers.

For those seniors in recovery, the Quincy Elder Services Loaned Equipment Program lends wheelchairs, walkers, canes, shower chairs and other equipment to those seniors in need of such supplies. This program has assisted over 100 needed seniors.

Once again we were able to assist Seniors in filing their income taxes properly, through the IRS-AARP Income Tax Assistance Program. Sponsored by the Quincy Council on Aging, this program utilizes trained volunteers to assist seniors with filing their income tax forms. On site at Squantum Gardens, this program helped more than 500 Quincy seniors to prepare their Income Tax Returns for 2002. As is the case with many of our programs, there is no cost to the participant. This program is one of the most popular programs provided by the Department of Elder Services.

The Quincy Council on Aging newsletter continues to be an effective tool to communicate with the seniors we serve. We received positive feed back on such features in the newsletter as recipes, photos, trivia, history highlights and the Chairman's Senior Beat column. The newsletters contain information regarding Council on Aging programs, other Community Center Senior activities and all pertinent information for Quincy's older population. Over 5,000 copies were distributed monthly, which gave Quincy's seniors a look at what was happening in the City.

Again this year we promoted in the newsletter the 2003 flu shot program sponsored by the Quincy Health Department. Also, the Council on Aging in conjunction with the Health Department participated in several forums on such issues as West Nile Virus, Back Safety and Eating Healthy. In addition, a well attended program was held on the dangers of hoarding which proved to be a huge success. The Quincy Fire Department along with South Shore Elder Services were also on hand. The severity of this problem became quite clear, based on the large response the event received. Additionally, we notified the seniors of other points of interests or

services provided by various City departments and agencies.

The Seniors Workers Abatement Program (SWAP), provides an opportunity for seniors living in Quincy to work in various Departments throughout the City. In exchange for work the SWAP participant receives a deduction from their property taxes of up to \$600. Seniors participated in a number of different duties such as computer work, landscaping, office duties and bookkeeping, in departments such as the Library, Public Works, the Council on Aging and the office of Constituent Services. This program has provided employment for seniors, assisted many departments with part-time workers and helped seniors living in their own homes keep up with their living expenses.

Two of our most popular events take place in the Fall. The first is the Annual Quincy Senior Conference, held in September with the cooperation of the office of the Mayor and the members of constituent services. Our sixth conference was held at Broad Meadows Middle School. This event attracted more than 250 participants and volunteers. Workshops on many different topics were held with speakers from many fields. The evaluations on the Conference showed a 98% approval rate and indicated that the 2003 Senior Conference had once again lived up to its billing.

In November, the Quincy Council on Aging sponsored the twenty seventh's annual Mayor's Thanksgiving Dinner. One hundred and fifty seniors, who might otherwise have no place to go on Thanksgiving Day, were treated to a wonderful full course turkey dinner. Volunteers helped to make everyone in attendance feel at home on one of our most meaningful holidays.

Another annual event, which has become a highlight for seniors every spring is the Quincy Senior Olympics. Working with the Recreation Department, the Quincy Council on Aging and Beechwood on the Bay once again had a great turnout for the 2003 Senior Olympics. Participants competed in many events

throughout the City and, for their efforts, were presented with medals at an awards banquet held at Beechwood on the Bay at the conclusion of the event.

In an effort to reach all the City's seniors, the Quincy Council on Aging has continued to seek opportunities to network with other agencies to provide as much information to Quincy's seniors as possible. Our affiliation with Massachusetts Council on Aging has helped to increase our formula grant each year. Working with the Executive Office of Elder Affairs, the National Council on Aging, Massachusetts Gerontology Association, American Society on Aging, the UMASS Boston Gerontology Program and other related agencies, the Quincy Council on Aging has been advised on many changes that have taken place. The Elder Update, local cable access program served as a vehicle to convey pertinent information to the seniors. Beginning in September, a representative from South Shore Elder Services were monthly guests of the program. Other topics included such things as the importance of grief counseling, health and safety issues and special guest appearances by WWII veterans and members of the COA board.

Our relationship with South Shore Elder Services remains very strong. We are fortunate to have two of our Quincy Council on Aging board members serve on the board of the South Shore Elder Services. South Shore Elder Services which provides home care, Meals on Wheels, nutrition sites and other services in Quincy, has also assisted with promotion of our programs, application for grants and technical training. In October the QCOA was awarded a small grant under the Title IIIB program, which is overseen by SSES. These grant funds have been applied to the new Handy Helper program, which is intended to provide minor home repairs and emergency snow removal to needy seniors.

Once again, the Council on Aging successfully participated in the Merrill Lynch long distance phone call program which provided seventy five seniors with free phone calls anywhere in the world during the holiday period.

The Asian Senior Outreach Program, which takes place daily at the Wollaston Senior Center continues to be a strong and vibrant asset to our community, with a significant level of participation.

The Massachusetts Women's Bar Foundation was pleased to return to Quincy to assist seniors by providing free wills, health care proxy, homestead act and durable power of attorney. Additionally, an attorney from Greater Boston

Elderly Legal Services continues to provide seniors advice on legal issues relating to housing, guardianships, Social Security and Medicare and to provide referrals when needed.

The Quincy Council on Aging, Department of Elder Services looks back with pride at what was accomplished in 2003 and looks forward to continuing these efforts in searching for new ways to serve Quincy's growing elder population.

FIRE DEPARTMENT

Paul E. O'Connell, FIRE CHIEF



Annual Report 2003

During these times of heightened terrorism alerts, the Quincy Fire Department continues to provide excellent fire protection to the citizens of Quincy through fire prevention/education measures and the extinguishment of fires when they do occur. The fire department also plays an active role in the delivery of emergency medical services and in assisting the public during other types of non-fire emergencies and calls for assistance, especially non-fire emergencies as a result of hazardous materials being released to environment. Without saying, the department stands ready and continues to be a key element in the first line of defense, in both assessing the many untimely emergency situations that occur and through their professional fire suppression efforts.

The Department continues to operate from eight fire stations located throughout the City. At least 38 members are on duty at all times which allows for the manning of eight engine companies, three ladder companies and the on-duty Deputy Chief. The Fire Alarm Dispatch and Communications/Command Center is also manned at all times. When the manning level exceeds the minimum level, Rescue One is placed in service. Except under very unusual circumstances is a piece of apparatus in the City manned with less than three members.

During FY 2003, the Quincy Fire Department responded to 10,229 different types of calls. The types of calls range from actual fires and explosions, to hazardous spills and false alarms. Other types of calls included medical emergencies, motor vehicle accidents, people stuck in elevators and the accidental activation of fire alarm systems within residential and commercial buildings.

During this fiscal year there were 686 actual fires in the City of Quincy with a total reported dollar loss of \$1,835,000 from these fires. There were no civilian fire deaths and fewer than 5 civilians injured as a result of fires within the City. As for firefighter deaths and injuries, I am pleased to report there were no firefighter deaths, yet, on the other hand, 71 Quincy firefighters were injured while in performance of their duties.

(Fires total 6.7% of total incidents)

The fire department responded to 5,239 medical emergencies and 203 motor vehicle accidents. **(Rescue and Medical calls total 51.2% of total incidents)**

The department was called to 605 hazardous conditions which included power lines down, fuel spills and leaks, carbon monoxide alarms and also anthrax scares.

(Hazardous Condition Calls total 5.9% of total incidents)

There were 1038 service calls which included 288 lock-outs (both auto and home), water problems (leaking hot water heaters and broken water pipes), and the removal of smoke (usually from burnt food).

(Service Calls total 10.2% of total incidents)

Steam or gas pipe ruptures resulted in 57 responses.

(Steam or Rupture Calls total 0.6% of total incidents)

There were also 658 calls classified as "good intent" calls. A majority of these calls were for smoke scares (person thought they smelled smoke), steam being mistaken for smoke, and incorrect addresses given to the fire department.

(Good Intent Calls total 6.4% of total incidents)

Intentional and unintentional false alarms numbered 1,909 and on 58 occasions the Quincy

Fire Department provided mutual aid to the surrounding communities, either providing coverage to their vacant stations or going directly to their fires.

(False Calls total 6.7% of total incidents)

Incidents by City Area

<u>Area of City (Station)</u>	<u>Number of Incidents</u>	<u>% of Runs</u>
Headquarters	3,334	32.6%
West Quincy	1,650	16.1%
North Quincy	1,400	13.7%
Wollaston	1,370	13.4%
Quincy Point	1,210	11.8%
Germantown	446	4.4%
Houghs Neck	443	4.3%
Squantum	374	3.7%

Runs by Individual Apparatus

Engine 1	2,250 runs
Engine 2	1,376 runs
Engine 3	1,274 runs
Engine 4	1,522 runs
Engine 5	1,706 runs
Engine 6	489 runs
Engine 7	416 runs
Engine 8	460 runs
Ladder 1	1,825 runs
Ladder 2	1,084 runs
Ladder 5	725 runs
Rescue 1	2,073 runs
Other	1,347 runs

Staffing and Personnel

During the majority of FY 2003, the complement of personnel was as follows.

144 Firefighters
45 Lieutenants
14 Captains
5 Deputy Chiefs
1 Fire Chief
9 Non-uniformed Members

During FY2003, 17 members of the Quincy Fire Department retired, including Fire Chief Thomas F. Gorman, Jr. Appointed to the fire department on October 19, 1963, Chief Gorman

served almost 39 years as a member of the Quincy Fire Department. Upon his retirement on August 1, 2002, Deputy Fire Chief Paul E. O'Connell was appointed by Mayor William J.

Phelan to the position of Acting Fire Chief. On January 27, 2003, Mayor Phelan appointed Chief O'Connell to the permanent rank of Fire Chief.

Also retiring was the Superintendent of the Quincy Fire Alarm Division, Robert Campbell.

Listing of Retirements

Fire Chief Thomas F. Gorman Jr.
Superintendent Robert Campbell
Captain John Cummings
Captain George McCray
Captain Bernard Macauley
Lieutenant Robert Mood
Firefighter Chester Aniolowski
Firefighter John Conlon
Firefighter Edward Ellis
Firefighter James Freel
Firefighter Mark Franzoni
Firefighter Harold Goodwin
Firefighter John Kennally
Firefighter John Mattson
Firefighter Kenneth McLoud
Firefighter Thomas O'Connor
Firefighter Daniel Ryan

Dates of Service with Quincy Fire Department

October 1963 – August 1, 2002
December 1966 – March 3, 2003
May 1970 – June 2, 2003
May 1970 – July 27, 2002
December 1970 – July 27, 2002
February 1973 – July 27, 2002
June 1978 – March 15, 2003
May 1970 – July 27, 2002
May 1970 – July 27, 2002
June 1978 – September 21, 2002
May 1970 – July 27, 2002
May 1966 – October 26, 2002
June 1970 – July 27, 2002
June 1970 – July 12, 2002

Appointments and Promotions

During fiscal year 2003 the following probationary firefighters were appointed to the Department by Mayor Phelan.

Appointed on August 5, 2002

Timothy Marks
Robert Johnson
Michael Carroll
John Scribi

John Killen
John Austin
Thomas McGovern
Michael Fury

Andrew Smith
William Knox
Raymond Waldron

Jason Tierney
Jason Walker
Paul Kearns

Appointed on May 3, 2003

Gerald Murphy

Appointed on June 30, 2003

Keith Lentini
Daniel Garrett
William McGoff
Eurico Gomes
Mark Whouley

David Grindle
Michael Palaza
Jacob Fleming
Matthew Walsh
Michael Dwyer

Christopher Carthas
Sean Breslin
Michael Slade
Michael Casey
George Wirtz

Michael Eastwick
Christopher Malone
Timothy Ho
Thomas Malvesti
Nicholas Levins

During the fiscal year, the following members of the Department were promoted.

Promoted to Chief of Department

Paul O'Connell

Promoted to Deputy Fire Chief

Joseph Barron

George McGunagle

Promoted to Captain

Edward Fenby

Gary Smyth

Denis O'Brien

Clinton Tierney

Paul Griffith

Michael McGunagle

Promoted to Lieutenant

Peter O'Hare

Joseph Jackson

Richard Bryan

Christopher Condon

Michael Nostitz

Kevin O'Connor

Patrick Dee

Paul Leonard

John McCarthy

James Cosgrove

Quincy Fire Prevention Bureau

The West Warwick, Rhode Island nightclub tragedy served to further remind all who are concerned with fire safety and prevention that providing for proactive code enforcement maximizes the quality of life. Code enforcement, fire inspections and fire investigations conducted by the Quincy Fire Prevention Bureau continue to insure a high degree of safety to those who reside, work, transit, or are entertained within the City.

Most of the inspections conducted by the Department, and in particular, the fire prevention bureau is in accordance with Massachusetts General Laws, Chapter 148 and 527 CMR. Also the department follows the mandate of the Massachusetts State Fire Marshal.

During this fiscal year there were 1,508 smoke detector certificate inspections completed for residential occupancies. There were 160 applications for oil burner installations processed, which also called for on-site inspections.

There were 150 tank removal permits issued. Also 13 building demolition permits were issued.

More than 40 lodging homes required inspections during the fiscal year. There were also 190 miscellaneous permits completed. Many of these required inspections and follow-up inspections.

There were innumerable code enforcement inspections upon complaints or referrals from concerned citizens, the Quincy License Board, fire suppression personnel, or other inspectional agencies.

New construction within the City demands continuous inspections from the fire prevention bureau. Also, various occupancies licensed by State Agencies require both quarterly and yearly inspections. Included are the two colleges within the City and Quincy Medical Center. There are also 26 schools, 30 day care centers, 6 nursing homes and several halfway houses, all requiring inspections. In addition, the prevention bureau also maintains records to insure that all inspections and permits are billed for and monies are received.

Another of the responsibilities of the fire prevention bureau is to insure that a firefighter(s) is present as a "fire watch" at construction sites and various other locations when required by MGL, code or ordinance.

There were 89 fire watches posted during this fiscal year.

As a result of a very proactive fire safety educational program, more than 4,200 students received education in fire safety and evacuation. School exit drills were conducted for close to 10,000 students. A juvenile fire setters program was conducted for 12 individuals. Also, many senior citizens received instruction in fire safety and evacuation concerns.

The Quincy Fire Prevention Bureau is supervised by Captain Thomas Lyons and assisted by Lieutenant Peter O'Hare, Lieutenant Robert Servaes and Firefighter John Keegan.

Quincy Fire Training Division

The training division, under the direction of Captain James Kennedy, provided more than 10 different training programs during fiscal year 2003. Always a challenge is conducting the drill school for the new recruits. The drill school lasts for 8 weeks and takes extensive planning and liaison with the many agencies that assist the department. Recruits that complete the 8 week drill school are well prepared to join the suppression forces and safely operate at fires and other emergencies, but at no time does the training end there. The following training programs were also conducted by the Training Division.

During June and July 2002 training was conducted on the familiarity and operating procedures of the new Ladder 1.

During August and September 2002 the drill school was conducted.

EMT refresher courses were conducted in both October of 2002 and in March 2003.

The department received training in automobile extrication during October and November of 2002.

A simulated Hazardous-Material incident was conducted in November 2002 in conjunction with Quincy Medical Center.

A defibrillator and CPR refresher course was conducted for the department throughout the month of December 2002.

The training division in conjunction with the Quincy Fire Haz-Mat Officer and the Quincy Medical Center conducted a course to instruct the department in the hazards and procedures when working in areas where blood borne pathogens might be present.

During March and April of 2003, the entire department was trained within the maze at the Quincy Fire Department Training Academy. Safe and sound search and rescue procedures are stressed during this course of training. Annual maze training continues to make the Quincy Fire department one of the finest in the State.

In addition the training mentioned above, every month, a 3 hour EMT Continuing Education Class was held for off-duty members of the department.

Also during the fiscal year, other surrounding communities utilized the maze, including the fire departments from Scituate, Hanson, Kingston, Hingham, Chatham, and Hull.

The Training Division also assisted the Chief of the Department in conducting background investigations during the hiring process of new recruits.

Quincy Fire Department Apparatus Repair Facility

The Master Mechanic, James April was pleased to report to the Chief of the Department that fiscal year 2003 was very successful as there were no major mechanical failures during any fires. The Master Mechanic credits this to the efforts of himself and his assistant, Michael O'Connor in being able to keep up with the everyday repairs to vehicle components.

Although some of the front line fire apparatus have been in service for over 20 to 25 years, because of the preventative maintenance performed by the mechanics, very seldom does the apparatus need emergency repairs that would result in a mechanic being called back to duty after hours.

One of the keys to extending the life of the older fire apparatus is to infuse both a great amount of parts and time into the vehicles during any preventative maintenance visit to the repair facility. Although the length of time the apparatus has been able to serve as a front line fire truck has been extended, it has not been without an unusual amount of funding in excess of \$100,000.

Also, all of the department's vehicles and apparatus are inspected yearly in accordance with the laws of the Commonwealth.

During the fiscal year, Engine 4 had cylinder heads removed, resurfaced and reinstalled. Engine 9 had its original 500-gallon water tank, which was leaking, removed and replaced with a new polypropylene tank which is covered by a lifetime warranty. Both Engine 6 and Ladder 2 had new radiators installed to repair the old ones that were leaking.

The following is a list of vehicles used within the department.

- 8 - Frontline pumper
- 3 - Frontline ladder trucks
- 1 - Heavy rescue truck

- 1 - Haz-Mat van (1-ton)
- 2 - Special service units
- 2 - Spare pumpers
- 1 - Training pumper
- 2 - Spare ladder trucks
- 1 - Spare aerial tower truck
- 1 - Fire Alarm bucket lift truck
- 1 - Fire investigation van
- 1 - Air supply truck
- 3 - Boats (with motors and trailers)
- 2 - Diesel generators
- 1 - Backhoe
- 26 - Other support vehicles

Quincy Fire Alarm Division

The Fire Alarm Division continues to install, repair, and maintain the municipal fire alarm boxes in the City of Quincy. There are approximately 1,100 fire alarm boxes in the City, of which at least 800 of them are directly connected to commercial, municipal and multi-unit residential buildings. There are 20 separate fire alarm circuits and hundreds of miles of aerial and underground cable that must be monitored and maintained to insure the fire alarm system remains reliable.

The division also oversees the fire department radios and telecommunications/data systems which are required to maintain good communications between the stations and also the mobile radio units. There are currently more than 100 mobile and portable radios within the radio system.

HEALTH DEPARTMENT

Andrew G. Sheele, HEALTH COMMISSIONER



Annual Report 2003

The Health Department continues to address the public health problems facing the community by providing preventive health services, implementing a range of environmental, communicable disease and infection control regulations and by offering educational information and activities on all services provided. A summary of our services, programs and activities for this fiscal year is provided below.

Substance Abuse Control Program Activities

- Tobacco Control Program

Despite complete cuts to the Massachusetts Department of Public Health's Tobacco Control Program, the Quincy Health Department continues to work closely with Bay State Community Services and the Quincy Police Department's Community Policing Division to enforce tobacco regulations regarding access of tobacco to minors. Food and housing inspectors ensure that all vending machines in establishments have permanent lock-out devices installed and compliance checks of proper signage prohibiting the sale of tobacco to minors. Violators received the fines as established in the Regulations. Referrals were made for seven individuals wishing to attend smoking cessation clinics. A more restrictive ordinance prohibiting smoking in the workplace was submitted to the Quincy City Council in June and was placed into the ordinance committee.

Alcohol Prevention Activities of Our Community Health Network Area (CHNA)

The Health Department staff continues to participate and support the activities of our CHNA program. CHNA's focus this year was to develop and offer educational programs, community events and initiatives to raise the public's awareness of the effects of alcohol abuse on both the individual and the family. Such programs offer measures for prevention, intervention and treatment for alcohol abuse.

AIDS Consortium Prevention Activities

One of our public health nurses represents the Health Department as a member of the South Shore AIDS Consortium. The members continue to work diligently to help individuals living with HIV/AIDS and their families by offering a variety of services including assistance with housing, medical care, home health care, counseling and holistic health information.

Public Health Nursing Programs and Activities

The nurses' role in the area of prevention and control of tuberculosis has expanded, our two nurses are now required to function as mandated case managers for patients with an active TB disease. One of the most successful aspects of TB control is the practice of "Directly Observed Therapy" (DOT) for patients with active TB disease. To support patients in adhering to the treatment regimen, nurses visit patients in their homes to monitor the administration and effectiveness of medication. The nurses are supported in this aspect of care by an outreach worker with the State TB Program. TB testing and screening clinics are held in accordance with the current regulation of the Massachusetts Department of Public Health. Contact testing

through follow up of residents and new participants is also performed.

The Massachusetts Department of Public Health's regulations require that certain communicable diseases be reported to the local health departments. The nurses review each incident of communicable disease and file a thorough report to the Massachusetts Department of Public Health. The reports serve as one of the most important measures to prevent and control communicable disease in the city. In addition, the nurses work to ensure that members of the community who have come in contact with a communicable disease are evaluated to determine if infection is present. Patient confidentiality is always respected. The nurses also provide preventive education, support and guidance to patients and their families and act as a resource to area health care providers on issues concerning communicable diseases.

Clinics

Lead screening clinics for children age nine months to six years, were held to detect elevated lead levels in blood and to refer the child for follow up as needed. Adult Immunization Clinics were held monthly and by appointment to protect adults against infectious diseases such as lockjaw and pneumonia.

Each fall free influenza clinics are held at Elderly Housing Facilities, Neighborhood Health Centers and The Health Department. Home Visits were offered to home-bound. The nurses also distributed the flu vaccine to the area health care providers, nursing homes, Quincy Medical Center and the Manet Community Health Centers. Hepatitis B vaccine was provided to public employees at risk for occupational exposure to infection.

Biologic Distribution Program

The nurses maintain an established biologic distribution station. Each nurse was responsible for dispensing M.D.P.H. free vaccine to Quincy health providers, Quincy Public Schools, Quincy Medical Center for the prevention of measles,

mumps, rubella, polio, tetanus, diphtheria pertussis (whooping cough) haemophilus influenza, chicken pox and hepatitis B. The nurses also dispensed PPD tuberculin vaccine, monitored its usage and educated community providers regarding appropriate screening practices in TB prevention control. Additionally, influenza, pneumonia, tetanus /diphtheria, was provided to health care providers and nursing homes.

Recreational Camp Programs.

Recreational camps are inspected, licensed and monitored yearly by the nurses to insure public health safety and prevention of communicable disease. The nurses also provide health guidance and referrals to residents and health care providers and work closely with the Commissioner of Public Health.

Health Education Seminars for Senior Citizens

During the course of the year seminars for senior citizens took place at Community Centers and at Marina Place. The topics included the importance of reading labels on food products purchased for those on restricted diets, blood pressure prevention and control and the importance of receiving immunizations as adults. Seminars of Blood-Borne Pathogens and diseases of the skin were given periodically for those requesting tattoo licensing.

Food /Health Inspection Program Activities

The two full-time food/health inspectors are charged with oversight of approximately 400 facilities in Quincy who receive our licenses to sell and/or prepare and serve food in the city. In general terms, complaints of any alleged food poisoning require the facility be inspected immediately with follow-up activities conducted by both our nurses and inspectors as necessary. Complaints concerning employee hygiene, unsanitary conditions and others reported by consumers are investigated and followed-up as soon as possible. Consumer complaints about overflowing dumpsters and litter, debris around food establishments are still the most frequent consumer complaints. Issuance of tickets for

violations of the Dumpster Ordinance continues to be a routine practice limited now to a certain number of violators.

Those food establishment owners planning to open a new restaurant and those renovating existing restaurants met with inspectors to discuss and complete a plan review packet. This packet contains copies of our smoking regulations, dumpster ordinances, explanation of critical and non-critical violations listed in our food inspection form and requirements for equipment needed, depending on the food to be prepared and/or served in the new or renovated establishment.

New Training & Enforcement Requirements/Food Inspection Program

The Massachusetts Department of Public Health, Division of Food and Drug, in October of 2000, required establishment managers to become Certified Professional Food Handlers before October, 2001. The Quincy Health Department arranges and sponsors training classes for new owners and employees conducted by Professional Food Service Trainers.

Our food/health inspectors and sanitarians also inspected and responded to complaints regarding semi-public swimming pools, tanning facilities, massage parlors, health clubs and one stable. In addition the two food/health inspectors served as, animal inspectors. Approximately 115 dogs and cats were required to be quarantined and released this physical year.

Rabies Prevention and Control Activities

The health/animal inspector, pursued all reported cases of possible rabid dogs, cats, raccoons and skunks. Consultation and follow-up was offered should an individual require pre or post rabies treatment. The Massachusetts Department of Public Health, Division of Communicable Disease fact sheets and educational materials on Rabies were again distributed to schools and the media.

One rabies clinic was held this year in April to encourage dog and cat owners to have their pets

immunized. Dr. Tricia Glazier, Veterinarian, conducted the clinic assisted by a number of our staff who record important information on the vaccination status of the pet and issue tags which identify the animal as having been vaccinated within the year.

Chief Sanitarian, Housing Code and Other Sanitarian's Activities

The Chief Sanitarian spends considerable time carrying out responsibilities as the Supervisor of the Housing Code staff, which includes one code inspector, one full-time sanitarian and as needed one part-time sanitarian. Weekly staff meetings were held to review individual cases and to offer guidance and consultation for resolution of cases. In the role as Supervisor of the Semi-Public and Public Swimming Pools, an annual training seminar was held prior to the opening of the seasonal pools for the over 30 Operators and Managers of Pools in the City required to meet the requirements of the State Sanitary Code "Minimum Standards for Swimming Pools". In addition to inspecting an assigned number of seasonal pools every two weeks, she assisted the two sanitarians as needed in carrying out the mandates of the Swimming Pool Regulations while conducting inspections of their assigned pools. She also reviews & approves construction plans for new semi-public and public pools.

The Chief Sanitarian also provided Health Department comments on behalf of the Health Department to the members of the Zoning Board of Appeals on issues coming before the board.

A considerable portion of time was dedicated to the review of plans and documents, site inspections, meetings with engineers and developers of proposed new subdivisions, PUD's and commercial facilities to discuss drainage, sewage, insect/rodent control, hazardous materials, dust control, solid waste and other environmental prevention and control issues specific to the site. The Chief Sanitarian and the other sanitarians responded to the daily complaints by residents concerning such issues as nuisance, dust, indoor air pollution, asbestos exposure, rodent and insect complaints, water

quality concerns and complaint of air quality and odors.

Special Projects

Highpoint

The Health Commissioner and Chief Sanitarian worked with the DPW Commissioner and environmental consultants on the noise, insect and dust control requirements for the first phase of this project conducted during this fiscal year.

West Nile Virus

Working with the DPW, Norfolk County Mosquito Control Project and the Animal Inspector in the City, the Health Department worked to prevent and control the potential for the West Nile Virus occurring in the city. Press releases were provided regularly throughout the summer to inform the public about the status of dead birds collected and analyzed at the State Lab. Information on the preventive and protective measures residents could take to control mosquito breeding in their yards and to protect themselves from mosquito bites along with information of the disease itself was provided to the media, and to a number of individual residents in the City.

Skin Cancer Prevention Mini Grant

Wrote and submitted Grant; implemented grant award.

Water Towers

Reviewed demo plans and oversaw demolition of Penn's Hill and Cranch Street Water Tower removals.

Computerization of Permits and Licenses.

Implemented program for permits and licenses for food, swimming pool, sauna, massage, tattoo, etc.

Health Department Web Site

Initial set-up and daily changes to web site.

Shellfish Warden Activities

Our shellfish warden continues to enforce the city's Shellfish Management and Regulation Plan which requires the licensing of all diggers,

the routine testing, opening and closing of the flats in accordance with all of the Division of Marine Fisheries requirements. The shellfish warden also assists our department in collecting water samples and in posting signs when particular beaches are unacceptable for swimming and in removing such signs following acceptable results of re-tested water samples. He is also an active member of the Shellfish Warden's Association and has received an award for his continued efforts to improve the quality of the clam flats in the city.

The Health Department has also added a pumpout boat that was procured with monies from a grant under the Clean Vessel Act. This boat is run from May through October and services boats in the Quincy Fore River and Town River. Waste is pumped from recreational crafts and disposed of in the City of Quincy sewer system. During this fiscal year 403 boats were serviced and approximately 8400 gallons of sewerage were collected through use of the Pump-Out-Boat.

Health Commissioner's Activities

The Health Commissioner oversees all programs, clinics and activities of the Quincy Health Department. Has routine meetings with staff to discuss any issues or problems. Attends department head meetings with the Mayor and his staff.

Beach Commission

The Health Commissioner conducted research this past year as requested by the Beach Commission. One area involved an analysis of the regulatory requirements necessary to operate a private laboratory for water quality testing possibly by the Commission. The requirements were both difficult and financially prohibitive for the Commission to tackle at this time as were the cost factors, staff and accurate reporting of daily water testing of the City beaches during the summer months as was of interest to the Commission. A review of an EPA grant proposal for studying and conducting real-time or timely analysis of water quality was also conducted but unable to be pursued due to the

pending loss of Federal funding for this grant proposal. In addition, the Health Commissioner conducted research on the various Marine Science and Marine Studies Programs in the state in the hopes that the Commission might eventually apply funding to conduct similar programs in the City of Quincy.

Bioterrorism

The health department has had significant involvement in bioterrorism response and preparedness activities. Development of fact sheets, web information and both in-house and city-wide protocols were a prime responsibility of the Chief Sanitarian and other key staff members. Dozens of documents generated at the federal and State levels have been reviewed and continue to be incorporated into the City's disaster preparedness plans.

The Housing Code inspector is assigned to complaints involving housing conditions in specific areas of the city. All housing code inspections include lead determinations as required along with full Sanitary Code inspections according to "Minimum Standards of Fitness for Human Habitation."

Quincy License Board

The Health Commissioner is a member of the Quincy Licensing Board and its Vice-Chairman.

The Licensing Board meets three times a month and is responsible for the issuance of over forty different licenses. Each application has a thorough review process and a hearing. The License Board listens to complaints and violations against license holders and renders decisions.

REGION 4b

The Health Commissioner attends monthly meetings of Region 4B. Comprised of 27 communities, health agents from each work closely with state and federal officials on a host of different public health issues facing our communities. We are currently working to get state funds allocated to local public health departments for emergency preparedness.

Special Projects

Quarry Hills Associates Project

The Health Commissioner continues to work with the City's Environmental consultant in reviewing and discussing all issues related to the Quarry Hills Project. A number of discussions occurred between the environmental consultant, DEP, City Solicitors and the developer.

Health Inspectors	Routine Inspections
Restaurants	1434
Retail Food Stores	1187
Mobile Food Service	8
Catering Service	15
Cafeteria	52
Bakery	43
Function Halls	45
Temporary Food Service	103
Vending Machine	0
Motels	43
Nursing Homes	32
Swimming Pools	136
Day Care Sanitation	43
Health Club, Steam Baths, Sauna	53

Tanning Facilities	74
Massage Parlors	98
Schools Private-Parochial	
Food/Health Investigationa/Complaints	
Consumer Food Borne Illness	22
Consumer Product Tampering	13
Consumer Employees Hygiene	45
Consumer Unsanitary Conditions	62
Consumer Dumpster Complaints	70
Consumer Rubbish Debris	83
Consumer Food/Insect/Rodent	27
Sewer/Grease/Drainage	28
Toilet Facilities, Unsanitary	31
Other	135
Insect & Rodent Control	
Rat Complaints	81
Cockroach	75
Animals- Dog Bites Reported	
Long Term	31
10 Day	39
Other	3
Cat Bites Reported	55
Long Term	28
10 Day	17
Quarantined Animals	128
Fish & Wildlife Complaints	12
Laboratory Testing-Frozen Desert	201
Burial Permits	859
Nursings Division -	
I. Total Home Visits	229
II. Total Office Visits	571
III. Total Telephone Visits	2723
IV. Total Health Guidance	6520
V. Total Child/Adult Clinic	142
VI. Total School Visits	40
VII. Total In-Service Education	1
VIII. Total Conference	142
IX. Total Meetings	82
X. Communicable Disease Reports	245
XI. Tuberculosis New Cases	20
XII. HIV/AIDS Information Ref.	10
XIII. Biologic Services	205
XIV. Camp Visits	39
XV. Health Fairs	4
XVI. Flu Shots	2851
Tuberculin Testing	
Total	132
Male	42

Female	90
Negative	105
Positive	14
Not Read	10
Certification	65
Contact	44
College Entrance	0
Routine	21
Chief Sanitarian Summary	
Pool Inspections	39
Demolition Inspections	28
Lead Paint Safety Initiative/Activities/Meeting	16
Sub Division Review	3
Housing Code Cases	5
Highpoint Meetings	5
Bathing Beach Report	4
Air Pollution	11
Lisc. Transfer Inspection	4
PUD	2
ZBA Agenda Review	All cases
Occupancy Permits	2
Indoor Mold	2
Nuisance Complaint	14
Seminars	3
Septic/Sewage	5
School Fairs	0
DEP-PIP Meetings	0
West Nile Meeting	7
CDBG Need Assessment	
CDBG Grant	
Site Pan Reviews	
Asbestos	15
Subdivisions	3
Housing Code Inspections	
Complaints	
# With Code Inspections	253
# Housing Code Reinspections	
# With Violations Outstanding	430
# Requiring Court Activity	151
# Administrative Hearing (In-House)	
# Lead Paint Determinations/Inspections	66
	7

# In Violation	36
# In Compliance, Initial Inspection	7
# With Violations Corrected	15
# Requiring Court Activity	5

INFORMATION TECHNOLOGY AND TELECOMMUNICATIONS SYSTEMS

Ronald E. Donovan, CHIEF INFORMATION OFFICER



ANNUAL REPORT 2003

The Information Technology and Telecommunications Department provides technology services to all City of Quincy departments in the areas of both data communications and telecommunications. These services are provided by a staff of 16 people via:

- Programming services in development and support of all applications (G/L, A/R, A/P, Purchasing, Personnel, Payroll, Real Estate and Utility Billing, Budgeting, QFD Dispatching, Assessors, etc.) housed on City servers.
- Management and support of 3rd party applications (E-911, QPD Dispatching, Permitting, CAMA Appraisal System, City Website, etc.) housed on City servers.
- Management and support of all data-center class servers for data integrity, hardware and Operating System(s).
- Personal Computer (desktop) support for over 1000 users across 25-30 locations in the areas of hardware, software and end-user training.
- Communications and Network management and support for all Local and Wide Area Networks.
- Telecommunications management and support for both land based and cellular based phones for over 1200 users.
- Print and publishing services for all City departments.

I would like to use this space to thank all Information Technology personnel for their professionalism, dedication and hard work

serving the needs of City employees and by extension the citizens of Quincy.

Major accomplishments for the fiscal year 2003 were:

- Provided daily technology support as outlined above.
- Implemented an upgrade and overhaul of the City's website, which included an on-line Constituent Services module that allows constituents the opportunity to enter a service request via the Internet.
- Teamed with other departments to provide hours of due-diligence in the development of an RFP for new Financials Software. Project in process.
- Teamed with other departments to provide the due diligence in the development of an RFP and vendor selection (Vision Technology) for the new Assessors CAMA software. Project in process.
- Implemented a wireless wide area network in support of the Retirement Office.
- Installed a Cisco Network switch in the data center to increase network capacity.
- Upgraded network equipment in multiple locations to increase efficiencies, including the DPW, QPD and QFD locations.
- Installed upgrades to multiple data center servers, including the DNS server and Novell network server for increased capacity and throughput.
- Installed a citywide anti-virus server to reduce the negative business impact caused by computer viruses.
- Implemented and supported the Incident Reporting System for QPD that includes

the National Incident Based Reporting System (NIBRS). This system aligns the Quincy Police Department with both State and Federal reporting standards and requirements, allowing the QPD to seamlessly share files with State Police and FBI, thereby improving efficiencies in many areas while reducing liability.

- Implemented and supported the Detective Case Management system in support of the Quincy Police Department.
- Implemented and supported the Digital Photo Lab at QPD for increased efficiencies, while realizing annual savings of over \$15k.
- Printed 3.3 million images (printed pages), with a total of approximately 24000 individual print jobs. In addition, 400 jobs (500,000 pages) were printed for manuals,

- letterhead, booklets, postcards, and business cards. Some notable jobs: Water bills, tax bills, and auto excise bills; City Census; Quincy Public School schedules, Report cards and interim reports; FY 2003 budget with new zero-based budgeting format; Personnel manuals.
- Developed phone-log and mail-log applications in support of the Mayors office.
- Installed new and upgraded personal computers in the City Clerks' office, QPD, QFD, Assessors, Mayors, DPW, Constituent Services, and the Recreation department(s).
- Managed the CCRS telephone system in support of over 440 calls for moves, repairs, feature changes, etc.
- Performed server and workstation upgrades to the QFD Firehouse software in support of QFD.

INSPECTIONAL SERVICES

Walter C. White, DIRECTOR



Annual Report 2003

Inspectional Services was created in 1997 as an amalgam of departments that issue permits and inspect construction work in the city. The departments include Building Inspections, Wire Inspections, Plumbing and Gas Inspections, Zoning, Conservation, and Weights and Measures. The consolidation of these departments has streamlined the permitting process.

Construction activity in the city continues at record levels. This department issued a record 1901 building permits for the year. The total value of construction permitted was \$109,365,657.00. Wire permits and Plumbing & Gas permits are also at record levels. Low interest rates and rising property values continue to fuel the residential remodeling and renovation business. We continue to have large projects as well, including the Reserve at Marina Bay, the

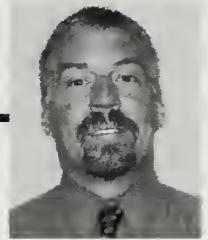
Highpoint Apartments, the Monroe Place Apartments, and the Presidents Place Apartments.

I would like to thank the personnel of this department, namely the Building, Zoning, Conservation, Wire, Plumbing & Gas, and Weights and Measures divisions, for their dedication and hard work serving the needs of the citizens of the City of Quincy. Attached are the activity reports from these divisions.

I would also like to thank the numerous boards and commissions and other city departments with whom we interact on a daily basis. They make our job easier because of their commitment to the citizens of the City of Quincy.

INSPECTORIAL SERVICES BUILDING DIVISION

James P. Anderson, SENIOR BUILDING INSPECTOR



Annual Report 2003

This has been another busy year for Building Inspections. This office issued a record 1901 building permits for the year. In addition to construction inspection, we also performed Public Safety inspections, License Board inspections, and Zoning complaint inspections.

12	One Family Dwellings	1,814,000
17	Multi-family Dwellings	43,989,500
9	Mercantile	2,004,400
7	Garages	64,000
1,406	Residential Alterations	41,396,565
208	Commercial Alterations	16,478,767
27	Demolitions	204,000
105	Signs	325,021
110	Miscellaneous	3,089,404
Totals: 1,901		109,365,657
	Receipts for FY 2002-2003	1,814,405
	Public Safety Inspection Fees	11,382

CONSERVATION COMMISSION

Heather Sargent, ENFORCEMENT OFFICER



Annual Report 2003

Abbreviated Notice of Resource Area Delineations Filed:	1
Notices of Intent filed:.....	66
Amended Notices of Intent filed:	3
Requests for Determination of Applicability filed:	23
Order of Resource Area Delineations issued:	1
Determinations of Applicability issued:	11
Orders of Conditions issued:	19
Amended Orders of Conditions issued:.....	3
Certificates of Compliance requested:	14
Certificates of Compliance issued:.....	11
Extension Permits requested:	3
Extension Permits issued:.....	2
Emergency Certificates requested:	1
Emergency Certificates issued:	1
Enforcement Orders issued:	3
Conservation Commissioners:	
Dr. Suzanne Dixon, PhD	Dr. E. James Iorio, PhD
William H. Keener	Thomas P. Kelly
Martha C. King.....	Kathleen M. Shaw

Heather Sargent, Enforcement Officer

INSPECTORIAL SERVICES - PLUMBING AND GAS DEPARTMENT

Steve Mattes, PLUMBING AND GAS INSPECTOR



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2,628 PLUMBING AND GAS PERMITS ISSUED

The following is the number of Plumbing and Gas Applications filed with our department, the amount received for permit fees and the number of inspections made for the fiscal year ending June 2003.

Plumbing		Gas	
Plumbing Applications	1,327	Gas Applications	1,094
Fees	\$86,797	Fees	\$50,842
Inspections	7,650	Inspections	3,365

Total No. of Applications	Total Permit Fees	Total No. of Inspections
2,421	\$137,639	11,015

INSPECTORIAL SERVICES - OFFICE OF WEIGHTS AND MEASURES

Michael A. Shaheen, DIRECTOR

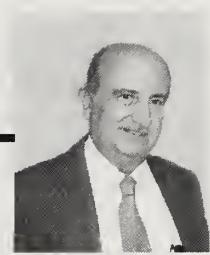


Annual Report 2003

Financial Statement	
Sealing Fees	\$9,016.00
Articles Tested and Sealed	
Total Sealed	1185
Total Adjusted	7
Total Condemned	0
Reweighting of Commodities	
Total Articles Weighed	4765
Total Correct	4327
Total Under	290
Total Over	148
Scanner Accuracy Tests	
Various Stores	100 Items/Store

INSPECTATIONAL SERVICES - WIRING DEPARTMENT

Thomas E. Purpura, DIRECTOR



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Permits and Inspections	
Permits Issued to Contractors	2,021
Permits Issued to Mass. Electric Co	470
Estimated Cost of Wiring to New And Old Buildings	\$9,768,736
Inspection of New and Additional Wiring	3,430
Inspection of Fire Damaged Buildings	31
Number of Defects	558
Fees Collected	\$98,338
Permanent Wiring for Appliances	
Hot Water Heaters	140
Electric Ranges	386
Oil Burners	72
Gas Burners	274
Dryers	272
Dishwashers	494
Disposals	504
Air Conditioners	224
Hydromassage Tubs	56
Swimming Pools	44
New Wiring Installed In New And Existing Buildings	
Permanent Services	482
Temporary Services	28
Feeders	378
Meters	580
Outlets	9,672
Fixtures	22,374
Receptacles	21,456
Switches	10,204
New Buildings - New Wiring	
One Family Dwellings	55
Multi Family Dwellings	38
Condominiums	334
Mercantile	108
Restaurants	32
Miscellaneous	164

Wiring In New And Old Buildings	
Communications (Tele-Com Wiring Outlets)	4,020
Generators	32
Transformers	78
UPS	6
Office Furnishings	274
Siding	202
Signs	84
Carnivals	4
Repairs	60
Maintenance	20
Miscellaneous Permits	132
Old Wiring And Additional Wiring	
One Family Dwellings	1880
Multi Family Dwellings	86
Manufacturing	22
Office Buildings	182
Mercantile Buildings	172

There were 2,021 permits issued by the Wire Department. Approximately, 80 of these were for new buildings. The remaining permits were issued for remodeling and additional wiring for existing buildings.

Permit fees collected from July 1, 2002 through June 30, 2003 totaled (\$98,338.80).

The major projects which permits were issued are as follows: remodeling and renovations of many buildings throughout the City of Quincy. At 2000 Crown Colony there was major installation of voice and data wiring. Complete wiring of new building at 24 Quincy Avenue, Quincy Oral Surgery South. We have had major and continuing work being done at 25 West Howard Street for townhouses. There has been continual work at 7 Seaport Drive, Marina Bay for wiring of heating system. At Sprague there was installation of a new dock structure and hose tower light. Wiring was completed for a new store Mr. Tux at 377 Willard Street. Access controls were installed for Infosys at 859 Willard Street.

At 809 Hancock Street there was a large project for HVAC and fire alarm system that was

completed. There was a major security system, access control and CCTV system done at 500 Commander Shea Boulevard at Boston Scientific. There has been a lot of work done at 1200 Crown Colony Drive for a tenant fitup. During the past year there has been quite a bit of renovation and remodeling being done at 1250 Hancock Street for new offices. At 600 Southern Artery there has been quite a lot of electrical work done for Daniel Quirk for his auto dealership. Installation of data and telephone lines have been completed for 43 Old Colony Avenue for Cerebral Palsy of Mass offices. Electrical wiring completed at 100 Newport Avenue for Blue Cross/Blue Shield. There has been a lot of work being done at 10 Seaport Drive, Marina Bay for rental apartments. At State Street Bank, 1776 Heritage Drive there has been major renovations on the different floors. Also there has been electrical installation at 4 Fore River Road (under the bridge) for heat tracer controls. Electrical work has been completed at 115-119 Parkingway for new tenants. Wiring was done at 299 Centre Street for Schager Auto Body for a new building. There are 5 new unit apartments at 111 Lancaster Street.

Four new townhouses have been built at 16 through 22 Quarry Street. A new multiunit dwelling has been completed at 33 – 35 Waterson Avenue. Wiring has been completed for 115-119 International House of Pancakes (IHOP) for a new restaurant. Additional electrical work has been on-going at Kam Man Foods Plaza.

Renovation and remodeling has been done at 540 Hancock Street for Assisted Living for Wollaston Lutheran Church. New wiring done at 731 Hancock Street for new store Super 88. New wiring renovations completed for Amelia's Restaurant. Also wiring done at 333 Victory Road, Marina Bay for 64 pedestal docks. New wiring done for the new Asian American Bank at Kam Man Foods Plaza. Crown Colony has had many remodelling and new renovations done for different office buildings. Major work ongoing at Quarry Hills Golf Course. Also quite a bit of work ongoing at the Shipyard for Quirk Motors.

In addition to routine inspections, time was spent in the office reviewing designs and layouts of electrical engineering plans for new building

projects. Consultation and assistance was given to other departments on major projects that require technical advice. Many hours were spent with electricians and owners, assisting them with layouts to determine the best methods and equipment to meet their electrical needs. There have been quite a few inspections of office buildings who have upgraded their buildings with new telephone data wiring and energy retrofit projects as part of energy saving programs.

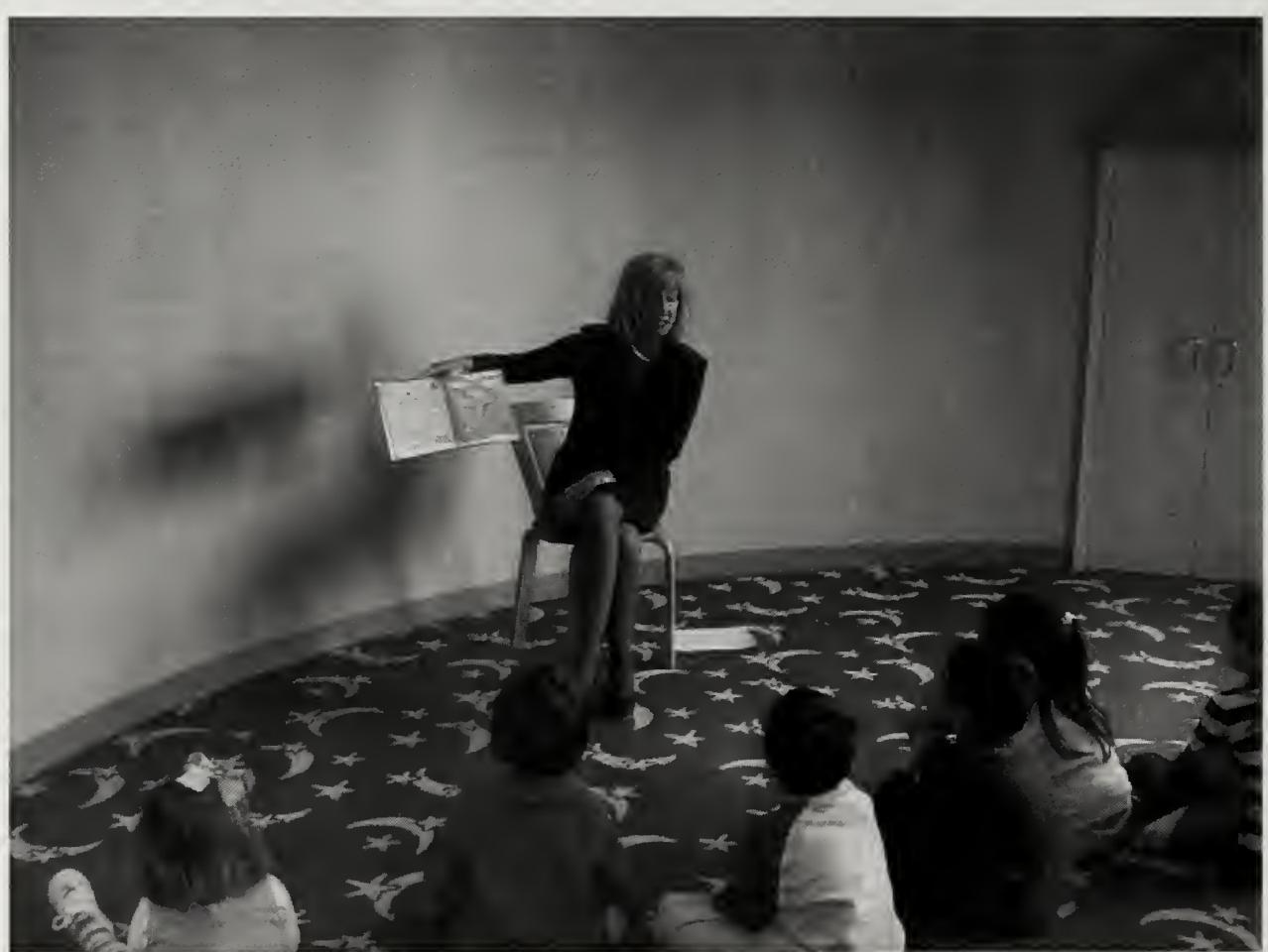
A total of about 64,000 outlets, fixtures, receptacles and switches have been installed throughout the City of Quincy representing renovations and new structures. We have assisted the Fire Department investigations to determine cause of fires throughout the City. We have checked on defective and hazardous conditions reported to us by Massachusetts Electric Co. Our Department has responded to many tenant complaints relating to substandard wiring conditions. Discussions and meeting were held with other departments pertinent to wiring in many buildings and recommendations were made for improvements.

LIBRARY DEPARTMENT

Ann E. McLaughlin, DIRECTOR



ANNUAL REPORT 2003



“There is not such a cradle of democracy upon the earth as the Free Public Library...”
Andrew Carnegie

Library services in the City of Quincy have always been popular. The construction of the main library addition has demonstrated just how many Quincy citizens love their libraries.

- 49,722 people have library cards.
- 500,000 people visited the Main Library during FY'03.
- 482 programs were held for adults and children, attended by 2,026 adults and 9,375 children.
- Attendance at children's programs increased over 50% from FY'02.
- The library circulated 540,121 items, up 27,534 from the year before.
- 25% of all the items borrowed were audio cassettes, video cassettes, CDs and DVDs.
- The Reference Department answered 42,393 questions.

Library services at the Main Library were available 7 days a week September through June. The weekends continued to be the busiest days, especially for families.

Library staff rose to the challenge to provide outstanding library services to the city, despite fiscal constraints. The Quincy people made it very clear that the library is an important part of city life.

FRIENDS OF THE LIBRARY

The Friends of the Library organization continued to grow. They sponsored a number of successful fund raising events which raised money for a variety of library programs. For children, the Friends sponsored Saturday morning storytimes, Saturday music programs and Saturday science programs. They sponsored special events during school vacations and holiday times including "Magic for Muggles", "Poems that Go Bump in the Night", and Waffles the Clown.

An April concert series on Sunday afternoons drew large family crowds to hear nationally acclaimed artists Bill Staines, Cheryl Honemeyer and the duet of Mark Leighton and Peter Bloom.

The Friends purchased museum passes which Quincy residents can borrow on their library cards. Passes provide free or reduced admission to the following museums: The Science Museum, the Children's Museum, The Franklin Park and Stoneham Zoos, the J. F. Kennedy Library, the Museum of Fine Arts and the Aquarium.

GRANTS

Understanding Islam

The library received a Mass. Foundation for the Humanities Grant to provide a reading and discussion series on "Understanding Islam". This four-part series explored the roots of Islam and some of the important issues facing the Muslim world today. Lead by a humanities scholar from Smith College, the series offered a thought-provoking insight into the world of Islam.

Telling Family Stories

The MetLife Foundation Reading America program funded an intergenerational film and discussion series, "Telling Family Stories". 34 students from Quincy High School, Al-Noor Academy and Archbishop Williams High School met after school from March through May to learn how to uncover their family histories. They viewed films, learned about library resources, interviewed family members, developed family timelines and concluded the project with a pot-luck supper with foods of their native lands.

Literacy Volunteers Quincy received grants from the Mass. Dept. of Education and the Mass. Board of Library Commissioners to fund programs in the library's adult literacy tutoring program.

SPECIAL EVENTS

H. H. Richardson Desk

In October 2003 the library was given an original partner's desk designed by the library architect H. H. Richardson for the library at the University of Vermont. The donor stipulated that the desk be put in a public area so that people could use it and enjoy its beauty as he had while it had been his desk.

Quincy Symphony Orchestra held its annual Holiday Concert in the library atrium in December to a standing-room-only crowd.

Operation Day's Work students from Broad Meadows Middle School, led by teacher Ron Adams worked weeding and planting flowers in the Peace Garden they have planted outside the Children's Room. Each year the Operation Day's Work Program raises funds for building schools in poor countries. This year the students chose Bangladesh. They presented a teach-in in the afternoon which included Quincy businessman Sheik Raman.

Lt. Governor Kerry Healey visited the library in April 2003. She toured the renovated library, met with local and state library officials to discuss library funding, and read a story to Quincy children.

Board of Trustees

2/1/02 – 2/1/03

Alicia Coletti
Harold S. Crowley, Chair
Aileen Eleey, Secretary
Michael Furey
Sandra McCauley, Treasurer
Paul Picarski (resigned 7/02)
Lawrence J. Falvey, Jr. (7/02 appointment)

2/1/03 – 2/1/04

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OFFICE OF CONSTITUENT SERVICES

Thomas A. Fabrizio, DIRECTOR



Annual Report 2003

The mission of the Office of Constituent Services is to enhance a partnership between city government and neighborhood residents. The Office of Constituent Services allows for coordination of services in a centralized location in working with multiple city departments and city councilors to solve problems, help citizen access to city services and provide needed services.

The Office also provides direct service to the Quincy community through divisions within the department. These services include Family Advocacy by the management of the Commission on the Family, the Parent Child Home Program and the Transitional Housing Program; the Equal Opportunity Office and it's staff participation and technical assistance to the Fair Housing Committee, Human Rights Commission, Commission on Disability, ADA coordinator for the City of Quincy and Asian community outreach and advisory; Asian Liaison to provide translation services for City Departments and Community Centers to render service to residents with language barrier; Rent Grievance Secretary to provide information and mediation associated with landlords and tenants.

The Office of Constituent Services conducts neighborhood outreach through regular meetings with community groups, informational publications in response to identified needs and media communications.

The Office performed the following duties during fiscal year 2003:

- Provided, in a timely manner, services/information/assistance to five hundred

requests through its web-enabled “*Mayor’s Online Constituents Services*” service request page on the city website since its introduction early 2003. In addition, phone calls and walk-ins for services were handled on a daily base.

- Researched, identified and helped locate funding for a new home for the Atlantic Neighborhood Association which has been serving our community for years.
- Participated in the Mayor’s “*Thursday Office Hours*” and his “*Neighborhood Meetings*”.
- Organized the annual Senior Conference in September, which was attended by more than two hundred elderly citizens from Quincy.
- Enabled four hundred Asian low and medium income families access to city and social services, and citywide events.
- Ensured, in conjunction with DPW and the Solicitor’s Office, the compliance of the ADA settlement agreement with the Federal Department of Justice.
- Helped organize the annual Quincy August Moon Festival and Martin Luther King Breakfast 2003.
- Provided information and advocacy services to both tenants and landlords in Quincy and assisted these parties every Thursday at the

Quincy District Court during the Summary Process section.

- Provided technical assistance and participated in Fair Housing Committee, Human Rights Commission, and the Commission on Disabilities and served as the ADA Coordinator to promote accessibility in Quincy.
- Provided education of City regulations and services to Mandarin and Cantonese speaking residents.
- Published and distributed more than 1000 copies of “Guide to Senior Housing in the City of Quincy” pamphlet.
- Served on the Mayor’s Quincy Center Task Force to formulate ways to improve Downtown Quincy.
- Assisted with the “Jimmy Kennedy Memorial Run for ALS”.
- Published a new edition of the “Purple Pages”.
- Provided assistance to establish the Quarry Museum.
- Assisted in the Town Brook Smelt Restoration.
- Participated in the new “Quincy Pride” Committee, as a member.
- Served on the Quincy/Weymouth Local Board on Homelessness.
- Served on the Quincy Campaign Against Family Violence Task Force.

- Served over 300 families with over 200 home visits and four parenting groups each week, through the Transitional Housing Program and the Parent to Parent Program (both are programs under the Commission on the Family).
- Secured funding from the State Government, a grant of \$37,000 for half a fiscal year, for the Parent’s Child Home Program to provide services to at risk two-year old infants in Quincy.
- Provided leadership, as chair, to a thirty member local council on the After School Activities Program, which oversees after-school programs in the Quincy Public Schools, including the New Horizons for Youth Program at Point Webster Middle School and the new \$1.5 million 21st Century Community Learning Centers grant at four middle schools.

In order to enhance our services to constituents, cross training among the different expertise within the office takes place constantly. The staff attends professional seminars to update and enrich their knowledge so they may better serve our constituents. The web-enabled “*Mayor’s Online Constituents Services*” services request page on the city website will be enhanced to allow faster communications between this office and all other departments. Often when one needs help or information, it is during a time of uncertainty when the Office of Constituent Services comes in to coordinate assistance requested. The Office of Constituent Services looks forward to continuing to work with the City Council, the Mayor’s office and the various city departments.

PARK & FORESTRY DEPARTMENT

Thomas P. Koch, EXECUTIVE DIRECTOR



ANNUAL REPORT 2003

The Park & Forestry Department employs a staff of 23 full-time positions, including administration. During the growing season, temporary help is hired to assist with the care and maintenance of all the parks and facilities under our jurisdiction.

The Park Department has jurisdiction over all parkland in the city. In addition, the department beautifies a number of corners and traffic islands with flower beds and plantings. The Forestry division has jurisdiction over all the trees planted in the public way. The grounds of 20 school properties throughout the city continue to be maintained by the Park Department. This includes regular mowing and trimming of the grass and the care and maintenance of all shrubs and trees. Also maintained are their various playground structures and amenities.

The Park & Recreation board is the permit granting authority for all park use and establishes rules and regulations and policies relative to parkland.

2002-2003 Park & Recreation Board

Josephine Shea, *Chairman*

Jack Nigro, *Vice-Chairman*

Bryant Carter, *Secretary*

Ted DeCristofaro

Connie Driscoll

Robert Evans

Ronald Mariano

Anthony Sansevero

Sandy Verhault

The fiscal year 2003 budget was reduced to \$1,304,984.00, a difference of more than

\$300,000 from the fiscal year 2002 budget. The department lost five positions and made major cuts in expenditures. Although cuts had made a significant impact, services to the general public did not suffer as a result.

Fiscal Year 2003 will be etched indelibly in Park Department records as one of the most significant years in department history. In the spring of 2003 Mayor William J. Phelan announced a comprehensive \$10 million plan to acquire open space, make considerable park improvements and restore marshland. The plan was adopted by the City Council and funding will be provided by the hotel/motel tax, resulting at no cost to the taxpayers.

The plan comes as a result of the Mayor's Open Space Task Force recommendations following several months of study. The group included: Thomas P. Koch, Executive Director, Park, Forestry & Cemetery Departments; Laurie Allen, Executive Secretary; Richard L. Meade, Director of Planning and Community Development; Ward Six City Councillor Joseph Newton; Park & Recreation Board member Robert Evans; Conservation Commission member Bill Keener; Zoning Board of Appeals member Mary Ellen Cronin; Steve Perdios, representing the Environmental Network.

The Park Improvements will use some \$4,000,000.00 of the total appropriation. Projects include: Adams Field renovations; Veterans' Memorial Stadium Field and Track and renovations; Mitchell/McCoy field renovations; a new facility at the William F. Ryan Boathouse and other projects in various

parks throughout the city. Work has begun at Adams Field in preparation for the Babe Ruth World Series which will be held in August of 2003.

Quarry Street Soccer Fields

The soccer facility constructed by the Park Department on Quarry Street is now in operation. One of the two fields was named for Michael Therrien. Mike was a coach and a member of the Board of Directors of Quincy Youth Soccer until his untimely death. Both fields are used by the high school programs as well as Quincy Youth Soccer programs

Skate Park at Brill Field

A state of the art rollerblading/skateboarding rink was constructed at Brill Field in Houghs Neck. Funds for the project were secured through mitigation monies from development. With the exception of the paving, all work was done in-house exhibiting cost effectiveness with respect to taxpayer dollars.

Allerton Street Playground Dedication

The Park & Recreation Board voted to name the playground located on Allerton Street in honor of Nancy McArdle. The McArdle Family was once connected with the site and was involved in the community for many years before her death.

Cavanaugh Field

The basketball court was completely reconstructed with the assistance of Citizens' Bank through an outreach program with the Boston Celtics. The grant paid for the paving, marking and the new stanchions. Park Department personnel did the grade work and constructed a granite wall along one side to prevent erosion and create seating for players. Mayor Phelan rededicated the court with Celtics' legend Jo-Jo White in late September.

Permits Issued

The Park & Recreation Board approved 2,240 various permit dates during the past year for baseball, softball, soccer, football and lacrosse issued for scholastic, youth and adult league play. This figure has steadily risen from year to

year and reflects both an increase in available facilities as well a diversified roster of activity.

Field Renovations

With the visible demand for facilities present in the increase of permits issued, the Park Department utilized over two tons of fertilizer, three tons of grass seed and in excess of 1,000 cubic yards of loam on various field improvements.

Some notable projects included the complete renovation of the Kincaide baseball diamond, as well as renovations to the Little League diamonds at Fore River and Faxon Field. The soccer field at Bishop (Montclair) was also restored, hosting action from youth soccer to play at the high school level. In addition, the softball diamond at Faxon Field was resurfaced for scholastic play.

Special Events

The Park Department is the lead or support agency for many of the municipal celebrations held annually. The department conducts the Arts in the Parks, Cleaner Greener, Neat Neighbors, Summerfest, ArtsFest, Presidents' Day and First Night events as well as the Environmental Treasures program which hosts a different exploration of nature each month.

In addition, the department assists with the Flag Day Parade and Ceremony, the Christmas Festival Parade and ceremonies, the William Degan Memorial Road Race, the Jimmy Kennedy "Squirrel Run", the Veterans' Day Parade, the Memorial Day Parade, South Quincy Italian Festival, the Irish Festival, the August Moon Festival and many other civic and charitable events.

Christmas Lighting

The Park Department annually installs the Christmas lights at various locations throughout the city. Quincy center boasts the largest display, with a large illuminated Santa Claus, Snowman and Toy Soldier, Nativity Scene and thousands of lights strung from the trees around

McIntyre Mall and along the Hancock Street corridor as well as the Thomas Crane Public Library.

Other locations for lighting included Wollaston Center, Norfolk Downs, Squantum, Houghs Neck Fire Station, Safford Park, Robert Burns Park and Shea Park.

Forestry Division

The Forestry Division of the Park Department received 980 calls for service this past year. In response, there were 165 trees removed, 790 trees trimmed or pruned and 25 trees sprayed for insects. Although there was no funding for a

city-wide street tree planting, some 85 trees were planted with the help of grant programs and insurance recovery from accidents.

For the first time in the department's history the Forestry Division is being overseen by a certified arborist. The arborist will be extremely helpful in all facets of the department, particularly with his acquired knowledge of tree species and their ability to survive and grow in the conditions of an urban environment.

The City of Quincy was named "Tree City USA" by the National Arbor Day Foundation for the 7th consecutive year recognizing its commitment to maintaining an urban forest.

CEMETERY DEPARTMENT

Thomas P. Koch, EXECUTIVE DIRECTOR



ANNUAL REPORT 2003

The Cemetery Department has jurisdiction over six municipal cemeteries in the City of Quincy. Hancock Cemetery is the most historic not only in the eyes of the city as it remains one of the oldest burial grounds in New England.

Hancock burials include Reverend John Hancock, father of John Hancock, President of the Continental Congress, Josiah Quincy and many ancestors of President John Adams. The graveyard was a temporary resting place for the bodies of President John Adams, his wife Abigail, President John Quincy Adams and his wife Louisa until their remains were moved to the sepulcher of the First Parish Church.

With no room left at Hancock the town opened Mount Wollaston Cemetery which remained the main burial ground for over 100 years. Mount Wollaston is approximately 50 acres and includes some of the most beautiful monuments in the region. A large portion of the monuments is made of Quincy granite and their intricate detail and design could not be duplicated today. Many family members of Quincy's historic granite industry are buried here. In addition, numerous descendants of the Adams family and many prominent Quincy families were laid to rest at Mount Wollaston.

In the early 1960's, as space was becoming scarce, the city purchased some 45 acres of land from the Metropolitan District Commission at the perimeter of the Blue Hills situated on the Braintree line, an area known as Pine Hill. Pine Hill Cemetery, like Mount Wollaston, includes a section for Quincy's veterans. The city also maintains Hall Cemetery, Snug Harbor Cemetery and Sailors' Home Cemetery.

The Cemetery Board of Managers promulgates and enforces the rules and regulations applicable to the cemeteries. The Cemetery Department consists of a staff of 14 permanent employees and six seasonal workers with a budget of \$497,982.00.

Cemetery Board of Managers 2002-2003

Richard Sweeney, Chairman
Paul Mauriello, Secretary
Peter Gacicia
Archie Wahlberg
Thomas Stansbury
Paul Schaetzl
Thomas Galvin

At the request of the Board of Managers, Mr. Koch met with Rabbis Jacob Mann and David Jacobs to discuss the possibility of gaining some grave space back from the Jewish Cemetery. In the late 1960's the city set aside a section of Pine Hill Cemetery known as 6J designated for Jewish burials. In almost four decades only 43 burials have taken place with room for approximately 800. Both Rabbis agreed to allow the city to reclaim a large portion of the section provided that the city plant a row of shrubs or construct a wall to separate the Jewish burials from the remaining section. It is interesting to note that both Rabbi Jacobs and Rabbi Mann were part of the original deal dating back to 1967.

CEMETERY DEPARTMENT STATISTICS - FY 2002-2003

INTERMENTS = 429*

Mount Wollaston	Pine Hill	Hall
Interments: 228	Interments: 200	Interments: 1

**Of the 429 interments, 59 were cremations.*

HUMAN RESOURCES DEPARTMENT

Roberta Ketty, DIRECTOR



Annual Report 2003

The Personnel Department introduced an ordinance to the City Council changing its title to the Human Resources Department. The purpose of this is twofold: 1.) To comply with current management practices and 2.) To indicate the very diverse nature of and tasks performed within the department. The department handles benefits (employee, retiree, employees on leave of absences, and worker's compensation), compensation, employee and labor relations. The 2003 Human Resources Department consisted of the following very dedicated and hard-working individuals: Marie Brinkmann, Benefits Coordinator; Lorene Connolly and Patricia McGowan, Personnel Assistant (job share) and Lara Whitt, Assistant Benefits Coordinator.

In the benefits area, we conducted an open enrollment in the Spring. The open enrollment included a transition to two new Medicare supplement plans. We created a new program with Boston Medical Center and Quincy Medical Center. We implemented the plan due to the fact that the Medicare supplement plan offered by Harvard Pilgrim was more expensive for some. The administration was concerned that some retirees would not be able to afford the new plan offered by Harvard Pilgrim. In addition, we worked with the Quincy Insurance Advisory Committee to increase the contribution rate for this one plan.

Marie Brinkmann, the Benefits Coordinator, conducted audits of all the plans, which resulted in cost savings and more accurate reporting. In addition, she restructured the organization of the record retention system within the department.

We are now able to sit with any employee and review their entire benefit package. This includes a review of all beneficiary information.

The department, with the assistance of the Purchasing Department, put our Life Insurance package out to bid. We accepted the lowest bidder but we negotiated an even lower price from that same carrier.

The Harassment and Discrimination Policy, and HIPPA Policy were improved and disseminated to all City employees. The Police Department received specialized Harassment and Discrimination Training from independent consultants who are experts in the field.

There were promotions in both the Police and Fire Department. Two (2) police officers were promoted to the rank of Lieutenant and two (2) to the rank of Sergeant. In the fire department, the Fire Chief was reinstated and there were the following promotions: two (2) Deputy Fire Chiefs, six (6) Captains and ten (10) Lieutenants. During the Fiscal year, thirty-five (35) fire fighters were hired. Seventeen fire fighters retired during this fiscal year.

In the Employee and Labor relations area, there were successful contract negotiations with the Quincy Police Patrol Officers Association, Public Employees Local 1139 Laborers International Union of North America AFL-CIO, CLC, Quincy Library Staff Association, MLSA, Local 4928, MFT, AFT, AFL-CIO, and the Quincy Police Superior Officers Association.

The Human Resources Department worked closely with all unions to resolve problems and grievances on a regular basis. The Director of Human Resources was also involved in several disciplinary actions, and civil service appeals.

An Employee Recognition Program was instituted to recognize individuals who perform exceptionally well at their jobs. All employees received nomination papers and a committee comprised of union officials who chose the winners. Throughout the year, a number of

employees were recognized for their individual efforts on specific situations.

The Human Resources Department also developed an Emergency Report Form. We are now able to contact the appropriate party in the event of an emergency.

This is an overview of the most important events that occurred during this fiscal year. It has been a very exciting and successful year!

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Richard H. Meade, DIRECTOR



Annual Report 2003

I. ASSESSMENT OF HOUSING & COMMUNITY DEVELOPMENT GOALS

The City of Quincy (and the Quincy-Weymouth Consortium), through the Quincy Department of Planning and Community Development (PCD), administers federal, state and local resources, to

undertake a variety of programs, projects and activities to address priority housing and community development needs in Quincy and Weymouth.

In Fiscal Year 2003, the City of Quincy received the following funds from the U.S. Department of Housing and Urban Development (HUD):

• <i>Community Development Block Grant (CDBG)</i>	\$2,505,000
• <i>HOME Investment Partnerships Program (HOME)</i>	\$765,000
• <i>Emergency Shelter Grant (ESG)</i>	\$86,000
• <i>McKinney Homeless Assistance</i>	\$1,377,907

In addition, the City had the following funds available in FY 2002-2003:

• Prior Years' (CDBG) – including Program Income Unliquidated Obligations and Uncommitted Funds	\$1,382,242
• Prior Years' <i>HOME</i> , Unliquidated Obligations and uncommitted funds	\$1,009,344
• Priors Years' Lead Paint Program Funds	\$89,797

During this reporting period, the City of Quincy expended \$2,988,017 of CDBG funds. Of that amount, \$1,816,472 was subject to low to moderate-income calculation, of which \$1,598,283 -- or 88.0% -- benefited low/moderate income persons and households. In addition, the consortium expended \$411,525 of HOME funds for various housing activities and \$89,797 towards lead paint hazard control projects.

Through these resources the City contributed substantially to the overall goal of developing viable communities by providing decent housing and a suitable environment and expanding economic opportunities principally for low and moderate income persons.

Housing Indicators:

- Housing rehabilitation: successfully addressed sanitary code and energy conservation in 75 single-family units, 62 rental units, and 17 non-profit housing units in Quincy occupied by low and moderate-income households.
- First time homebuyers: assisted 3 new homeowners.
- Fair Housing Counseling: assisted and educated 352 households, 297 (low-income)
- Affordable housing units created: completed 2 3-bedroom units; in the process of developing 105 senior housing units at Squantum Gardens and additional CHDO housing units at Leslie and Bridge Streets; through the Quincy Inclusionary Zoning Ordinance, a 196 unit apartment building

- dedicated 20 rental units to affordable housing, along with two more affordable home ownership units from a 21 unit town house project.
- Code Enforcement – inspected 230 residential properties in low and moderate-income neighborhoods that were reported as having code violations.

Homeless Indicators:

- Emergency Shelter: emergency shelter/support services to 1,235 homeless individuals;
- Transitional Housing: provided Supportive Housing Funds to: 7 transitional housing for battered women and children; 4 individuals with mental disability; and 78 individuals through work training tied in to permanent housing for the homeless;
- Transition to Permanent and Independent Living: administered 8 subsidies for homeless families who were physically disabled, had chronic substance abuse problem, had mental health issues or had been diagnosed with HIV/AIDS; eight units of housing for veterans; 62 certificates for individuals moving from Father Bill's Shelter into permanent housing including five (5) families with a disabled member; four (4) homeless families with children that have members in recovery from substance abuse;

Community Development Indicators:

- Public Services – benefited 20,102 persons including over 4,400 seniors, 460 children and youth and thousands of older individuals that needed critical services such as mental health counseling, jobs search assistance, emergency food and other services.
- Public Facilities – renovated 4 facilities that benefit low and moderate-income persons.
- Public Works – completed the reconstruction of 6 street in low and moderate-income neighborhoods and addressed slums and blighted conditions on Washington Street, a City designed Urban Revitalization District.

- Economic Development – assisted in the development of a large supermarket that caters to the Asian population; created 23 jobs for low and moderate-income individuals, provided a commercial loan to a start-up company that created 5 jobs for low-moderate income persons.

II. Affirmatively Furthering Fair Housing

The Consortium implemented various activities to overcome the effects of those impediments to fair housing through programming and outreach.

- The City worked with Community Housing Development Organization's (**CHDO**) to develop special needs housing.
- The City through Quincy Community Action Program (**QCAP**) and the Neighborhood Housing Services of the South Shore (**NHS**) to educate low and moderate-income households about tenants' rights and responsibilities and First Time Home Buyer opportunities.
- The City's First Time Homebuyer Program brochures were updated and also translated into Chinese to reach the largest minority group in the City.
- Quincy's Fair Housing Committee held educational workshops for local officials and residents on Affordable Housing issues and impediments to Fair Housing. These workshops were instrumental in the development of an inclusionary zoning ordinance that is currently being administered by the Affordable Housing Trust Committee.
- The City of Quincy's Office of Housing Rehabilitation (**OHR**) aggressively marketed its rehabilitation and handicapped accessibility program to owner-occupied units and rental property owners, including Asian-American residents, through direct mailings, advertising in Chinese newspapers, having booths during Asian events (e.g., August Moon), and developing brochures and flyers in English and Asian languages that were distributed throughout the City, ads were placed in the World Journal to target the Asian community, and

in La Semana, a Spanish weekly newspaper. Announcements were also placed in the Weymouth News and the Bay State Banner, the Quincy Sun and The Patriot Ledger.

- All HOME fund recipients were required to submit an approved affirmative marketing/tenant selection plan for units assisted under the HOME program.

III. Affordable Housing

A. CHDO/ Rental Acquisition Projects

- The City was working with the Elder Housing Corporation in Quincy in developing over 105 affordable rental units in Squantum Gardens/Naval Terrace for low/moderate-income elderly households. The City reserved \$250,000 of HOME funds for this development.
- The City of Quincy continued to work with its two CHDOs in identifying and evaluating potential affordable housing developments.

B. Rehabilitation Program

The City, through its OHR and the NHS implemented the following rehabilitation programs to eliminate code violations and substandard living conditions, and promote energy conservation.

- Grant of 50% or \$4,000 per owner-occupied unit, whichever was less, with the remaining cost not to exceed \$20,000 at:
- 0% (payable up to 15 years) or 2% deferred loan (simple interest) for low- income units
- 2.5% (payable up to 15 years) to 5% deferred loan for moderate income units
- Grant of 50% or \$2,000 per rental unit occupied by low/moderate income households.
- Handicapped Accessibility activities were considered part of the rehabilitation program.

In FY 2002-2003 the City expended a total of \$951,348 of CDBG, HOME, Miscellaneous income and private funds to undertake the rehabilitation of 47 single family owner- occupied and 33 renter occupied units. In

addition, the NHS rehabilitated 57 low-moderate income units using \$229,316 of CDBG and \$52,777 of HOME funds.

Flood Prone Retrofitting projects were funded with FEMA and private or CDBG funds. In FY 2002-03, 11 housing units were elevated or retrofitted to prevent repetitive flood losses.

Lead Paint Hazard Control activities started during the prior year with HUD's Lead Paint Hazard Control grants and CDBG or HOME funds were completed during the first quarter of FY 02-03. During this reporting period, the program expended \$222,706, a large portion of which was used for direct lead paint hazard control activities. The program completed the abatement and clearance of 8 housing units, bringing the total number of completed projects to 91 since July 1999. The Consortium used CDBG and HOME funds to complete the abatement and clearance of another 37 units (5 in Weymouth and 32 in Quincy) that were started with LPSI funds.

C. First Time Homebuyer Assistance

HOME funds were used to provide down payment and closing cost assistance to low-income first time homebuyers. However, market conditions in 2002-2003 continued to cause a decrease in the number of first time homebuyers that met program guidelines. The inventory of affordable homes was low as property costs in the area generally exceeded the maximum acquisition costs under state and federal housing programs. The Consortium's First Time Home Buyer programs assisted three households, using a combination of funds. Massachusetts Housing Partnership Funds "Soft 2nd Loan Program", reduced private mortgage rates and favorable terms; down payment and closing cost assistance under the HOME program; and DHCD funds.

D. Other Housing Programs:

The City agreed to join with QCAP, Inc., and The NHS to serve as "lead community" in applications to the MA Department of Housing and Community Development (DHCD) for funding under its First Time Homebuyer

Purchaser Based Assistance Program. Each organization received funding to provide financial assistance to first time homebuyers. Quincy also used CDBG funds Code Enforcement activities in low and moderate-income neighborhoods. Quincy Community Action Programs (QCAP) expended \$10,000 of (CDBG) money towards the implementation of a Fair Housing Counseling Program that assisted and educated 352 households. Of that number 297 were low- moderate income, 163 were female head of household, 43 were Asian, 22 were Hispanic, and 43 were Black.

E. Inclusionary Zoning

The City of Quincy's Inclusionary Zoning Order passed in 2001. The order required that any development of 10 or more units that necessitated a variance or a special permit must provide 10% of the units as affordable units to low-moderate income households. Under this Order, in FY 2002-03, a 196-unit apartment building dedicated 20 rental units to affordable housing, along with two 2 more affordable home

ownership units from a 21-unit townhouse project. By the end of that period, there were several projects beginning the permitting process and would need to follow the requirements of the Inclusionary Zoning Ordinance.

IV. Continuum Of Care & Other Homeless

A. Continuum of Care – Board on Homelessness – Activities and Actions to Prevent Homelessness

The Quincy/Weymouth Continuum of Care (COC) continued to be an active organization consisting of local housing shelters, battered women's shelters, transitional housing for families and battered women, non-profit CHDOs, and health care providers. The COC continued to meet monthly to discuss homelessness issues, needs and challenges, identify and solicit proposals for programs and projects, evaluate proposals, package McKinney grant applications, and disseminate information to members and the general public.

PROGRAM	Implementing Organization	DESCRIPTION	Expended In FY 02
B. Actions to Address Emergency Shelter Needs of Individuals and Families			
Emergency Shelter Grant	Quincy Interfaith Sheltering Coalition	Emergency shelter and support services to the homeless.	\$86,000 ESG
Needs Assessment	Continuum of Care	Determine needs and collect data on homelessness.	CDBG and City Admin. funds
C. Actions to Address Transitional Housing Needs			
Transitional Housing (Supportive Housing Program)	DOVE (Domestic Violence Ended)	This shelter leases seven units of transitional housing for battered women and children to stabilize housing for victims of domestic violence.	\$59,118 McKinney Homeless Assistance grants
Permanent supportive housing program	Quincy Interfaith Sheltering Coalition	New permanent supportive housing for four individuals that also received services from Department of Mental Health (DMH).	\$12,338 McKinney Homeless Assistance Grant
Transitional housing (Supportive Housing Program).	The City of Quincy's Commission on the Family	Stabilizes homeless families and connect them to permanent housing through intervention and case management; served families those	\$84,241 McKinney Homeless Assistance grants

		children were removed from the school system because of homelessness.	
SHIP (South Shore Housing-Employment Initiative Program)	Quincy Interfaith Sheltering Coalition	Work training tied in to permanent housing for the homeless.	\$86,099 McKinney Homeless Assistance grants
D. Actions to Help Homeless Persons Make the Transition to Permanent and Independent Living			
Shelter plus Care Tenant-Based Rental Assistance Program	Quincy Housing Authority (QHA) and the Quincy Interfaith Sheltering Coalition	Provided 62 certificates for individuals moving from Father Bill's Shelter into permanent housing tied to support services; included: the Center for Health and Development's <i>Atlantic Housing</i> assisted five (5) families with a disabled member; 8 homeless families who were <i>physically disabled, had chronic substance abuse problem, had mental health issues or had HIV/AIDS</i> ; and 8 housing units for <i>homeless veterans</i> (Section 8 Moderate Rehabilitation Single Room Occupancy Program)	\$487,022 McKinney Homeless Assistance grants
Quincy/Weymouth Permanent Supportive Family Housing Program	Neighborhood Housing Services, and Shelter, Inc	Assist four (4) homeless families with children that have members in recovery from substance abuse into permanent housing.	\$41,523 McKinney Homeless Assistance grants

E. FY 2002-03 McKinney Homeless Assistance Grants

The COC was awarded \$1,377,907 under the 2002 McKinney Homeless Program application to meet many supportive housing needs. Four projects were approved:

1. Shelter Plus Care – Tenant Based Rental Assistance Program The program was approved for \$515,520, over a five-year period, to provide eight (8) certificates evenly split between individuals struggling with substance abuse and those suffering with HIV/AIDS.

2. Supportive Housing Program - This renewal program of the Mayor's Commission on the Family, Supportive Housing Program was approved for \$239,497 over a three-year period to link homeless families to jobs.

3. Supportive Housing Program – HMIS – Services Only- This new program that will establish a Homeless Management Information System (HMIS) for the QWC was approved for \$236,250 (three-year period). The HMIS will become part of the statewide-automated system that collects, analyzes and reports data on the extent and nature of homelessness.

4. Shelter Plus Care – Tenant Based Rental Assistance Program- Approved for \$386,640 over a five-year period, this QHA new project, with the Quincy Housing Authority as grantee, will provide 7 mobile certificates split between individuals struggling with substance abuse getting five (5) and those suffering with HIV/AIDS (2).

V. Community Development

In FY 2002-03 Quincy implemented programs, projects and activities to address various community development and other needs.

a) Public Services Programs

The City of Quincy continued to implement essential public service programs to benefit low and moderate-income persons in FY 2002-2003. Programs for the elderly, youths, the homeless, immigrants, handicapped, and economically disadvantaged individuals and households were undertaken in neighborhood centers and public facilities. Quincy budgeted \$453,641 and expended \$415,425 towards these public services programs. During the year, a total of 10,051 persons were reported as having benefited from these programs. Of this number, 2,050 persons or 20.4% reported a minority race or ethnicity. Entities that received CDBG funds for public services were: Asian Liason, Asian American Service Association, Atlantic Neighborhood Center, Beechwood Community Life Center, Family Commission, Good Shepards Maria Droste Counseling Services, Germantown Neighborhood Council/SSYMCA, Interfaith Social Services, Inc., Career Closet, Montclair/Wollaston Neighborhood, Quincy Council on the Aging, Quincy Recreation Department, Quincy After School Child Care, Southwest Community Ctr./QCAP: Emergency Food Center (EFC), Ward 2 Community Center, Ward 4 Neighborhood Association, Squantum Community Center.

b) Public Works And Neighborhood Improvements

Through the collaboration of the Department of Planning & Community Development and the Public Works, streets, water mains and infrastructure improvement were undertaken in Quincy's residential areas. Quincy expended a total of \$215,519 in FY 2002-2003, benefiting low to moderate-income areas and \$206,203 to address slum/blight conditions. The Janet Street water main replacement was completed this program year for a total cost of \$59,382. A large public works project, involving reconstruction of four streets in low and

moderate-income residential areas, began and was partially completed at a cost of \$154,650. Repaired streets were Palmer Street, Sherbourne Circle, Bates Avenue and Holmes Street. This project is expected to be completed early in the next program year.

In FY 2002-2003, street and sidewalk improvements were completed on Washington St. at a cost of \$206,203. A total CDBG budget of \$680,000, encompassing prior year funds, was used in the Quincy Point as part of several phases of public works improvements designed to improve the conditions in this urban reutilization district.

c) Public Facilities Improvements

A number of public facilities that serve primarily low to moderate-income persons received rehabilitation funds in FY 2002-2003. The total expenditure amounted to \$76,365.

- Germantown Neighborhood Center (GNC) Expansion and renovation (333 Palmer Street) – continued design and planning phase; this center will service an area that includes the City's largest concentration of public housing and a significant minority population.
- Cerebral Palsy of the South Shore (149 Old Colony Avenue) – The City provided \$50,000 of CDBG funds towards the design of this new facility that was completely renovated. This public facility serves a very needy, low and moderate-income population of physically challenged people, who were referred to the Center by other service agencies.
- Manet Community Health Center (1193 Sea Street) – This center was provided with additional security features and an additional 26 people were served.

d) Economic Development

The Quincy Shipyard parcel and contents were sold at a public auction conducted by the U.S. Maritime Administration in FY 2002-2003. As required, the City used \$724,224 of CDBG funds during the program year to repay a Section

108 loan made to Massachusetts Heavy Industries, which went bankrupt. The City continues to work toward the redevelopment of this site.

During FY 2002-2003, Quincy 2000 offered various types of financial and business assistance to eligible commercial enterprises throughout the City. In, FY 2002, Quincy 2000 expended \$110,684 under its Commercial Loan and Grant Program. One new project, the New England Excavation and Demolition, was finalized and under agreement. The start-up business owners agreed to create or retain at least 51% of full time equivalent jobs for low- and moderate- income people. This new business opened up creating 5 fulltime jobs; all filled by low and moderate income people. In addition, prior years' loan projects created 4 fulltime and 1 part-time "low moderate income" jobs. Technical assistance through Quincy 2000 also brought a large Asian superstore to a blighted abandoned commercial property. This created an additional 24 jobs of which low and moderate-income people held 21.

In FY 2002-2003, Quincy 2000 continued to reach out to low and moderate income people who had a small business or a great desire to start one. Two workshops were offered in FY 02-03 with \$12,205 of CDBG funds. A total of 29 low and moderate-income persons participated in these classes or for additional one-on-one assistance.

VI. Leveraging

In FY 2002-2003, the Quincy-Weymouth Consortium and City of Quincy used HUD funds to successfully leveraged substantial federal, state, local and private funds for critical economic development, housing, homeless and community development programs, projects and activities, including the following:

The City's CDBG and HOME funded Residential Rehabilitation Programs leveraged \$195,532 of FEMA, MassHousing, and miscellaneous income and homeowner funds.

- Quincy's First Time Homebuyer's Program leveraged \$115,395 of non-federal funds in the form of first and second mortgages and soft second interest subsidies and loan loss reserves. Weymouth's similar program leveraged \$345,479.
- The Quincy 2000 Corporation's *Business Loan Pool* was a consortium of 10 local banks that had capitalized a \$5 million pool that was made available to traditionally unbankable clients. In FY 2002-2003, *the Economic Development Loan and Grant Program* through one of Quincy 2000's projects, the Kam Man Supermarket, leveraged over \$854,000 of private funds towards reconstruction. Another project, New England Excavation and Demolition leveraged \$70,000 of private funds.
- The ESG leveraged \$1,109,050 of State funds (Departments of Transitional Assistance and Mental Health; Y Initiative; Mass Service Alliance; etc), \$423,988 of other Federal contribution, \$352,471 of private donations and about \$655,136 of other funds from other contributions and fundraising.

QUINCY POLICE DEPARTMENT

Chief William F. Falco



Annual Report 2003

Captain William F. Falco who had been serving as Acting Chief, was sworn in as Chief of Police on November 25, 2002. Two officers were promoted to Sergeant and retirements during this period included a lieutenant, two sergeants and 6 officers.

All officers received two rounds of semi-auto pistol training. The first round was in October and utilized the 40 caliber handguns with a Massachusetts Criminal Justice Training Council (MCJTC) approved qualifying round. The second round of training was in May and involved lowlight-shooting conditions. Three of our firearms instructors were certified by the MCJTC as instructor trainers, and they in turn re-certified four officers as firearms instructors; one new instructor was added, for a total of eight firearms instructors.

In October 2002 all officers attended Simunition tactical training. Simunitions involves a modified version of officers' actual weapons to shoot a non-lethal marking cartridge. These officers were then put through tactical scenarios-felont car stops, hostage situations, man with a gun call and were guided and critiqued on their responses by Quincy Police instructors certified by the Simunition company to Connecticut.

All officers and civilians attended sexual harassment training in March of 2003. This training, provided by an outside company specializing in harassment issues in the workplace, involved breaking classes into groups and discussing and developing answers on various related issues, as well as traditional lecture presentation.

New for fiscal 2003 was the outsourcing of much of our in-service training to training provided by the MCJTC in Norwood and Plymouth academies. This outsourcing has resulted in a significant cost saving for the Department as the Training Council provides the training for free. Officers attending In-Service in either Norwood or Plymouth for four-day training sessions attended courses in CPR and First Responder re-certification, Legal Law Update, Identity Awareness, Designer Drugs, Commercial Vehicle Enforcement, DNA Collection, and Active Shooter Response.

A number of officers attended specialized training classes provided by the Massachusetts Criminal Justice Training Council (MCJTC) and/or the Massachusetts State Police (MSP).

Detectives, including the Drug Unit and Community Services Unit, attended a multitude of training classes including arson investigation, fingerprinting, computer crime investigation, supervision of drug task forces, explosives investigation, juvenile firesetting, field testing for narcotics, photography and video recording of crime scenes, and the use of night vision gear, provided by the U.S. Army.

Tow officers continued their accident reconstruction training with an advanced seminar taught by the MCJTC in Norwood. Both of these officers took a pedestrian crash investigation course. Thirteen officers were recertified as Breathalyzer operators, one was certified as a breath test instructor.

Five officers were certified as Rape Aggression Defense instructors and these offfficers in turn

are providing to the female citizens of Quincy, instruction classes in how best to defend themselves from physical attack.

In keeping with present realities, three officers received training in Weapons of Mass Destruction, and three attended classes in how to

respond to incidents involving Hazardous Materials.

Three officers were certified as Enhanced 911 operators. The K-9 Officers as well as their animals were continuously trained throughout the year in courses such as tracking and different types of building searches.

RECORD ROOM

Accidents	
Police Response.....	2,110
Fatalities.....	2
Pedestrians	41
Citations	
Arrests.....	291
Civils.....	1317
Criminals.....	274
Warnings.....	5875
Parking Permits	646
Fingerprints	385
Gun Permits.....	688
Hackneys	124

COMMUNITY SERVICE UNIT

Juveniles Tracked.....	279
Child Abuse.....	32
Sexual Assaults	41
DOVE's	681
Restraining Orders.....	486
Robberies.....	12
Assault/Battery D/W	12
Breaking/Entering	10
Larceny.....	11
Motor Vehicle Theft.....	4
Arson	4
Simple Assault.....	30
Mal. Damage Property	17
Receiving Stolen Property.....	7
Controlled Substance.....	23
Weapons	7

Disorderly Conduct	2
Trespass.....	15
Safe Keeping	4
Runaway's	62
Harassment	4
Threats	7
CHINS	6
Att. Suicide.....	3
Credit Card Fraud.....	2
Alcohol	7

D.A.R.E.

In July 2003 a two week DARE Summer Camp was held in Quincy. Forty-five fifth graders and 7 high school students took part in the program.

During the school year, DARE lessons were presented at eleven public schools and four parochial schools at the fifth grade level. This involved approximately 850 students. The middle school DARE Program was taught in the City's five public middle schools to approximately 750 seventh graders.

Fifteen parents' meetings were conducted and approximately 400 parents or guardians attended. After school DARE meetings were also conducted consisting of drug education and sports activities for the children. After prom events for both North Quincy High School and Quincy High School were sponsored by the DARE Officers and parent volunteers.

BUREAU OF CRIMINAL INVESTIGATIONS

<u>Crime</u>	<u>Reported</u>
Homicides.....	3
Robbery	99
Assault	27
Burglary.....	652
Larceny.....	735
Auto Theft	256

QUINCY POLICE DEPARTMENT Incidents by Hour from 07/01/2002 to 06/30/2003

Hour	# Incidents.....	%
MID-1AM	2044.....	3.3%
1AM-2AM.....	1963.....	3.1%

2AM-3AM.....	1359.....	2.2%
3AM-4AM.....	938.....	1.5%
4AM-5AM.....	707.....	1.1%
5AM-6AM.....	762.....	1.2%
6AM-7AM.....	1450.....	2.3%
7AM-8AM.....	1765.....	2.8%
8AM-9AM.....	2847.....	4.5%
9AM-10AM.....	3064.....	4.9%
10AM-11AM.....	3168.....	5.0%
11AM-NOON.....	3246.....	5.2%
NOON-1PM	3180.....	5.1%
1PM-2PM	3163.....	5.0%
2PM-3PM	3458.....	5.5%
3PM-4PM	3214.....	5.1%
4PM-5PM	3757.....	6.0%
5PM-6PM	3686.....	5.9%
6PM-7PM	3512.....	5.6%
7PM-8PM	3435.....	5.5%
8PM-9PM	3309.....	5.3%
9PM-10PM	3344.....	5.3%
10PM-11PM	3090.....	4.9%
11PM-MID	2389.....	3.8%
	62850.....	100.0%

QUINCY POLICE DEPARTMENT
Incidents by Car Sector 07/01/2002 to 06/30/2003

Code	A1	A2	A3	B1	B2	B3	B4	C1	C2	C3	D1	D2	D3	OTHER	TOTALS
ARSON	00	00	02	0201	02	01	01	01	00	0003	00			00	13
ASSAULT	01	01	02	0003	02	00	01	02	00	0507	03			00	27
B&E/M/V	14	26	44	2407	43	13	14	05	24	3638	27			00	315
B&E/PAST	12	16	33	2621	31	10	06	20	19	3333	23			01	284
B&E/PROG	02	01	06	0704	07	01	01	01	04	0807	04			00	53
HOMICIDE	00	00	01	0001	00	00	00	00	00	0100	00			00	03
DISORDER	131	113	279	178	106	190	65	73	135	9833	8281	198		022187	
LARCENY	41	44	81	6941	59	24	18	20	18	143	97	76		02	733
LARC/FA	00	00	01	0001	00	00	00	00	00	0000	00			00	02

LAR/MV	12	08	46	2009	21	06	07	11	10	4228	36	00 256
SHOPLIFT	02	12	86	2076	06	01	00	00	01	5957	24	02 346
OUI 02	00	02	03	0002	02	00	02	00	04	0906	00	32
ARM/ROB	02	04	10	1100	08	00	00	00	00	1105	11	00 62
UNAM/ROB	01	02	04	0404	07	00	00	00	00	0701	07	00 37
VAND/CTY	01	01	00	07	00	06	02	00	04	02	0800	09
VAND/PRP	42	49	97	100	75	83	38	29	40	21	88107	65 01 835
DRUGS	04	12	17	0805	12	01	01	05	41	3412	10	00 162
VICE	00	00	01	0000	00	00	00	00	00	0000	00	00 01

CRIME PREVENTION

Qpd Tours.....	28
Crime Watch Programs	18
Rape Prevention Programs	5
Personal Safety Programs.....	4
Child Safety Program	14
Bank Robbery Program.....	1
Teen Dating Violence.....	11
Asian Crime Prevention	3
Drug Awareness	4
Safety Fairs.....	4
Drunk Driving	6
Senior Safety	4
Community Cookouts.....	14
Sidewalk Bazaar	1
Middle School Police Academy	1
Senior Citizen Police Academy.....	14
Cable TV Programs.....	4
Quincy Sun Columns.....	30
Conferences	1
CERT Programs	14
CHIPS Programs	5

The Citizen Police Academy Alumni Association has 48 members. These individuals volunteered close to 1000 hours assisting the Quincy Police Department in its Crime Prevention Programs.

Volunteers presented the Community Emergency Response Program (a three-week program) to 14 senior complex's in the City. They also assisted in 14 cookouts throughtout the City.

Our CPAAA are an invaluable asset to the Quincy Police Department and the residents of our community.

ANIMAL CONTROL

Stray Dogs / Cats reclaimed by owners.....	76
Adopted Dogs.....	64
Cats / Kittens adopted.....	308
Cats / Kittens euthanized or died.....	26
Dogs euthanized or died.....	2
Citations issued	17
Complaints investigated	5
Hearings before Chief of Police	2
Hearings with Clerk of Courts.....	3
Deceased animals removed from streets	819
Injured wild animals	59
(New England Wildlife Ctr.- Hingham)	
West Nile Virus birds and wild animals for rabies testing	26
(State lab – Jamaica Plain)	
Dog Licenses issued	1763
(April 2002 thru March 2003)	
Dog licenses issued	1627
(April 1, 2003 thru June 30, 2003)	

LIQUOR INSPECTIONS

Inspection	1549
License Board.....	22
Investigations	51
Verbal Warnings	11
Summons.....	9
Complaints	2
Suspensions	1
Fraudulent I.D. Class.....	6
State Hearings	2

Quincy Emergency Management Agency

Thomas F. Gorman, Jr., DIRECTOR



Annual Report 2003

During 2003 the City of Quincy Emergency Management Agency worked with Federal, State, and Local Public Safety Departments. We are now working with the City's Public Works, Health, Sewer, Water, and Drain Departments. Since September 11, 2001, the President of the United States has included them as First Responders. We have also developed a good relationship with the private sector in the City.

One of the biggest projects was working with the City of Boston on the Vulnerability and Hazardous Assessment Grant. This grant was managed by the United States Contractor at Texas A&M University. The needs of all of the City's public safety, emergency management, health, and hospital needs were assessed. In 2003 grants were awarded to Fire, Police, Health, and Fallon Ambulance the City ambulance provider. Quincy received \$458,077 from this Grant.

Metropolitan Mayors Coalition

As part of the Metropolitan Mayors Coalition we continue to work with Mayors from Boston, Quincy, Somerville, Everett, Revere, Medford, Cambridge, Malden, Chelsea, and Melrose. The group is managed by the Metropolitan Area Planning Council to assist in planning and Homeland Security. At the present time the coalition is working on securing Homeland Security grants for each of the ten participating communities.

Citizen's Emergency Response Team

We have received a grant from M. E. M. A. for the purpose of training citizens to aid the City

during storms, opening shelters and other services needed by the City during a crisis situation. They are trained to help the public safety departments that may be stretched beyond their needs. Our first 20-hour class began in November and will be completed in the spring of 2004.

Local Emergency Planning Council

The LEPC is made up of individuals from the City's Public Safety, Health, School, and private sectors. The first part of the plan has been completed and accepted by M. E. M. A. We are now working on second phase of the plan.

Metropolitan Area Planning Council

The Metropolitan Area Planning Council has received a Grant for ten communities on the South Shore and ten on the North Shore to develop a Hazard Mitigation plan. This will take an estimated 18 month to complete. The plan will include maps with all hazardous locations, flood control measures, wild fire, traffic, schools, churches, hospital, day cares, fire, and police stations, along with other important structures.

All communities are required to have this Hazardous Mitigation plan in place in order to receive Federal funding for 2005. All of the City's departments have been so helpful in providing information. When this plan is completed it will be a great aid to the City.

Equipment

We have been updating our equipment with two new trailers, generators, pumps, medical

supplies, blankets, cots, and training aids. An ambulance, which was donated by Fallon's Ambulance Service of Milton, MA and the

Quincy Rotary Club will be renovated into a Mobil Command Center replacing the 30-year-old bookmobile.

Training

We continue to take Homeland Security, hazardous materials and other training classes provided by FEMA, MEMA, State Fire Service, State and Local Police Departments.



PUBLIC WORKS

Jay J. Fink, P.E., COMMISSIONER



Annual Report 2003

The Department of Public Works (DPW) is responsible for the services, projects, and programs associated with: maintenance and construction of the streets/sidewalks, the water distribution system, the wastewater and stormwater collection systems, engineering, equipment maintenance, traffic control, public parking facilities, solid waste management, public buildings, and associated emergency response.

The mission of the department is to provide the best possible service with the manpower and resources provided. Due to the tough fiscal constraints that the City is under, the department personnel levels were reduced by over 15 percent. Several operational changes had to be made in order to maintain service levels. The overall budget was reduced by \$1.2 million from the prior fiscal year.

Operational changes included such items as reducing the weeks of curbside yardwaste collection. The yardwaste collection requires as many as 14 personnel with five trucks and significant overtime to complete these daily operations. The summer schedule was reduced to collection two weeks a month thereby freeing up manpower to enhance the street and sidewalk repairs. The progress on the sidewalk repairs did increase over previous years. The other major change was the incorporation of the Traffic Division into the DPW thereby eliminating the need for duplication of support staff.

Solid Waste Management

The recycling program is in its 13th year of a weekly curbside pickup. There is also a drop-off location at the DPW yard for residents who live

in apartment buildings with nine or more units. Approximately 4,500 tons of recycled material was collected. The City receives \$10 a ton from a grant program developed by the Department of Environmental Protection. The City also receives a \$40,000 a year credit from the collection company for recycling.

The DPW held two hazardous waste collections this year. Approximately 591 cars participated.

A seven-year contract with Browning Ferris Industries for weekly trash and recycling collection ended June 30, 2003. With all the changes in rules and regulations that have taken place over the past three to four years, and the intense consolidation in the solid waste industry, municipalities have been facing an average of 40-50% increases for the past year and a half when negotiating new contracts for recycling and trash services. In an attempt to avoid such high levels of increased costs, the DPW has worked throughout the year to develop a Solid Waste Master Plan to address the City's needs for the next twenty years. After advertising for a Request for Expression of Interest as a prelude to going out to bid, the City segmented every component of service so that the City had many options to contract for trash collection, recycling, transportation, and disposal. After completing negotiations, the City has contracted with Browning Ferris Industries for curbside collection and Semass for disposal. The contracts have distinct advantages: separate companies, curbside pick up of electronics, and shared revenue from the recycling stream. The new contract commenced July 1, 2003.

This year the DPW provided weekly curbside collection for residents from mid April to the end of June with departmental personnel. During the months of July through October, collection was provided twice a month. From November 6 2003 through mid December, weekly collection was re-instated as that is the heaviest time of the year due to the falling leaves. The DPW Yard is the deposit site for all the leaves and yardwaste collected from Quincy residents. The materials are processed into a re-usable compost. Approximately 3,200 yards of compost was produced this year and utilized by various departments for projects around the City.

Highway Division

The Highway Division of the DPW is responsible for street and sidewalk repair, yard waste collection, yard operations, and street sweeping.

The Department has maintained a list of outstanding sidewalk repairs, which have been prioritized by levels of pedestrian traffic, proximity to schools and businesses, and hazardous conditions. Sidewalk repairs include asphalt and concrete. However, with the collection of yardwaste, limited progress has been realized due to manpower constraints although the number of repairs has been increased from prior years.

The DPW continues to maintain vigorous surveillance of streetlights, including the reporting of outages to Mass Electric for repairs and maintenance. We also replace and repair over 200 streetlights owned by the City of Quincy

The DPW is responsible for tagging and removing abandoned vehicles throughout the City. Over 100 abandoned vehicles have been ticketed and approximately 35 vehicles have been towed and disposed of.

The following chart breaks down the calls by type and total number for the year.

Type of Service Performed

Type of Service Performed	Total Number of Calls
Water Calls.....	2191
Miscellaneous Calls*.....	1638

1,008 streets were swept twice this year. The department also sweeps the Central Business District of Quincy (C.B.D.) six nights per week as part of its daily operations. Sweeping operations for special requests for upcoming events were also accomplished.

Litter patrols were assembled to collect debris at various locations throughout the City. The Mayor has also directed that the appearance of the City be enhanced which mandated weeds to be cleared along sidewalks and the tree grates that line the business districts be removed, cleared of vegetation and debris, stone added, and replaced. During the summer months, students were hired to assist in these areas.

The snow and ice control covers 240 miles of streets during the winter. Approximately 12,000 tons of salt and 10,000 tons of sand are used to keep the roadways safe for vehicular and pedestrian traffic. During snowstorms, contractors are hired by the department to augment the equipment that the City owns. In addition to the streets, dedicated equipment is assigned to clear sidewalks for pedestrians. The sidewalk operations have increased due to the larger walking routes associated with the school transportation plan.

Sewer/Water/Drain Division

The Sewer, Water and Drain Division logged a total of 5933 calls between the hours of 7:00 am and 11:00 p.m. Each of these calls is considered emergency response situations. Calls are not necessarily responded to in a chronological order. The following share equal priority: a threat to public safety, loss of drinking water, loss of sanitary sewer and threat of property damage. On occasion more than one priority call will be pending. Priority is then given to the situation with the most potential damage. For example a water main break would be tended to prior to a service leak.

Water Service Leaks.....	105
Water Main Breaks.....	68
Lead Water Services Replaced.....	35
Sanitary Sewer Repairs/Renewals.....	86
Sanitary Sewer Blockages.....	1906
Catch Basins Cleaned.....	2577
Flood Calls	198
Fire Hydrants Repaired/Replaced	240

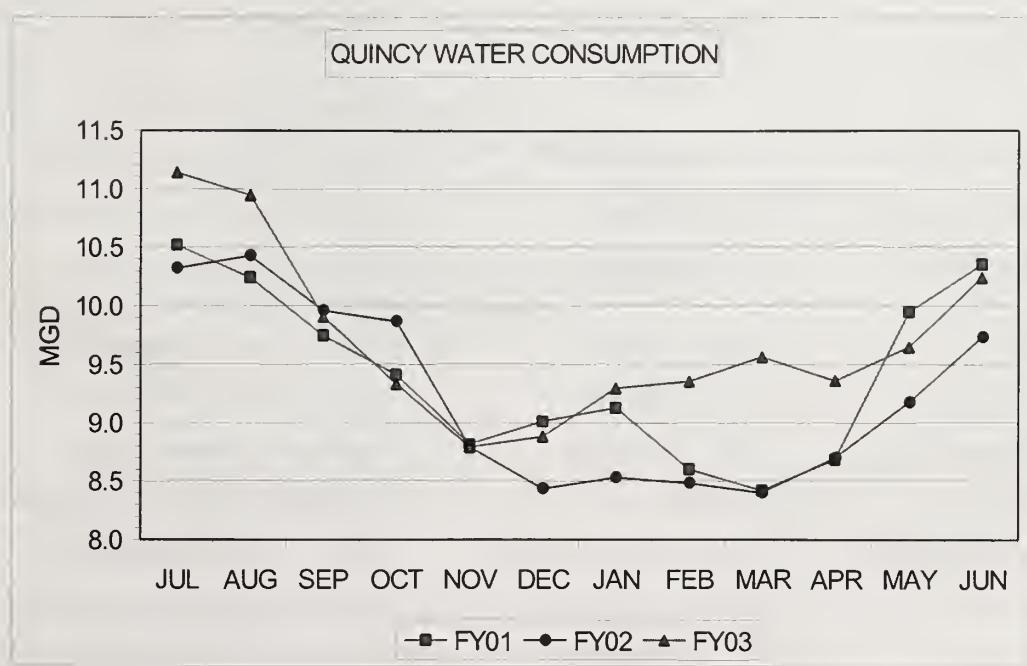
*Miscellaneous calls include fallen trees, dead animals, potholes, police requests etc.

The city cross-connection inspectors have had an important role in assuring water quality and safety. They inspected and tested 590 backflow prevention devices. They also conduct routine surveys of facilities looking for unprotected cross-connections. They also have the responsibility of collecting 23 routine water samples that are tested for coliform bacteria. The presence of coliform bacteria are considered to be indirect indicators of possible water contamination.

The meter division responded to 1740 calls. They installed 628 new meters with outside

readers, repaired 556 outside readers and tested 130 meters for accuracy.

A particular concern to the department has been the increased water consumption as purchased from the Massachusetts Water Resources Authority (MWRA). The average year to date daily flow of water into Quincy in June of 2002 was 8.840 Million Gallons Per Day (MGD). Through June of 2003 the average daily flow was 9.567 MGD. This is an increase of 8.2%. This increase was reflected in FY04 MWRA community water assessments. The following chart depicts the increased trend in consumption for fiscal years 2000 through 2003.



There has also been a corresponding annual trend of unaccounted for water usage. Unaccounted for water is the difference between water purchased by the city and water billed out to consumers. Over the past two years the annual calendar year unaccounted for water loss has been in the 15% - 16% range. The Department recognizing this trend has responded by implementing a new water reading & billing system, requiring the metering of all construction water and re-implementing an in-house leak detection program.

On July 16, 2002 a 16-inch water main, installed in 1897, ruptured next to the Town Brook Culvert on Liberty Street. In order to isolate the leak, 24 gate valves had to be closed. The repair took over 24 hours to complete leaving 48 multi- and single family residents and 12 businesses without water. This year's water main capital improvement program included many of the

streets affected by the Liberty Street break. During the period of November 27, 2002 through January 30, 2003 a total of 21 service leaks and 19 water main breaks were repaired. The winter season typically is the lowest water consumption period due to the absence of outdoor watering activities. However, extremely low temperatures also result in the failure of older pipes. Referring to the Water Consumption graph this period was the beginning of an alarming trend. It is our goal to reverse this trend which translates to higher consumer rates through a continuous leak detection program.

Public Buildings

The City owns and maintains 27 buildings, plus the oversight of the operation of 20 schools. The operation and maintenance of City buildings is critical to the safe operation of all facilities and to deliver services to residents.

The following is a list of completed and on-going buildings issues which were addressed during FY03:

<u>Site</u>	<u>Project</u>	<u>Tasks</u>
1) Clifford Marshall M.S.	HVAC and Air Quality	Engineering & Analysis of system
2) Crane Library	Project Closeout	Construction completed
3) Crane Library	Signage	Ongoing, 95% complete
4) Crane Library	HVAC Issues	Engineering and mechanical adjustments throughout year
5) All City Buildings	ADA Compliance	Defined and initiated upgrades
6) Quincy Point Fire	Roof Damage	Engineering analysis completed
7) N.Quincy Library	AC Compressor	Portable replacement units purchased and installed
8) Police HQ	HVAC, Controls	System repairs throughout year
9) DPW HQ	HVAC, Controls	System repairs throughout year
10) Della Chiesa ECC	AC Sound Levels	Ongoing Engineering work
11) Fire Stations	Dept.-wide Repairs	Overhead doors replaced/repaired
12) All City Buildings	Elevator & Fire Alarms	Regular testing & certification
13) Old City Hall	Asbestos Abatement	Removal of old boiler and insulation
14) Several Sites	Plumbing Repairs	Repairs and water heater installation

15) N.Q.H.S.	Chiller Installation	90% complete, address vendor issues
16) All City Buildings	Capital Needs	CIP plans and estimates defined

This is merely a shortlist of the projects that were addressed and are to some degree emergency measures. They include not only the physical work performed but also the necessary site evaluations and business management for each task. Many maintenance and repairs were performed weekly on an as-needed basis, which are not included in the list above.

Engineering Division

The Engineering Department mans a public service counter and answers thousands of telephone inquiries and complaints in relation to public facilities, surveying information and the City's infrastructure.

The following is a list of Public Works construction projects and their status:

1. Street Resurfacing & Improvements Projects – Primary Roads
Contractor's Name: Derbes Brothers Inc.
Contract Amount: \$1,466,668.25
% Complete: 75 percent
2. CDBG 2002 Funded Street Resurfacing & Improvements
Contractor's Name: Todesca Equipment Corp.
Contract Amount: \$473,129.70
% Complete: 80 percent
3. CBDG 2003 Watermain Improvements
Contractor's Name: McLaughlin Bros. Contractors
Contract Amount: \$55,387.00
% Complete: 100 percent
4. CBDG 2003 Funded Street Resurfacing & Improvements
Contractor's Name: Aggregate Industries
Contracted Amount: \$271,940.00
% Complete: 95 percent
5. Sidewalk Repair
Contractor: Mario Susi & Sons
Contract Amount: \$409,350.00
% Complete: 90 percent
6. Street Resurfacing & Improvements - Squantum 2003
Contractor's Name: P.A. Landers

Pavement Management:

The Mayor has made street and sidewalk rehabilitation a high priority for the DPW Engineering and Operations Departments. The long-term Pavement Management System for the City commenced with current data collection and data analysis of all streets. The Engineering Department is completing the installation of the software required for its implementation for the 2004 construction season.

Construction:

The Engineering Department oversees and inspects all sidewalk, roadway and watermain construction in the City.

Contract Amount: \$653,926.12
% Complete: 75 percent

7. Street Resurfacing & Improvements – Spring 2003
Contractor's Name: P.A. Landers
Contract Amount: \$530,538.55
% Complete: 20 percent

8. Crack Sealing (MICRO-RESURFACING)
Contractor's Name: TBA
Contract Amount: Engineer's Estimate \$100,000
% Complete: N/A

9. Coldplane & Overlay 2003
Contractor's Name: TBA
Contract Amount: Engineers Estimate \$150,000
% Complete: N/A

10. Watermain Improvement - Squantum
Contractor's Name: McLaughlin Bros. Contracting
Contract Amount: \$1,608,727.30
% Complete: 90%

11. Watermain Improvement – South Quincy
Contractor's Name: McLaughlin Bros. Contracting
Contract Amount: \$725,129.92
% Complete: 40%

12. Watermain Replacement Phase A5
Contractor's Name: TBA
Contract Amount: Engineer Estimate \$1,230,785.00
% Complete: N/A

13. North Quincy – Lateral Sewer Improvements Phase I
Contractor's Name: P. Gioioso & Sons
Contract Amount: \$1,292,300.50
% Complete: 0 percent

14. Quincy Shore Drive Sewer Watermain Improvement Phase I
Contractor's Name: P. Gioioso & Sons
Contract Amount: \$3,514,021.25
% Complete: 0 percent

15. Hancock Street/Merrymount Park Roadway Intersection Reconstruction.
Contractor's Name: TBA
Contract Amount: TBA
% Complete: 0%

Law Department:

Investigation and preparation of 75-100 accident claims and reports.

Inspectional Services:

Preparation of 55± building grade reports.

Zoning Board of Appeals:

Review and comment of 125± plans submitted for Zoning Board of Applications.

Quincy Police Department:

Confirmation of 40-50 field distance reports for court cases. Provide testimony in court as needed.

City Councillors:

Respond to requests from Councillors regarding roadway, sidewalk and drainage repairs. Attend community meetings with Councillors.

Assessors Office:

Update relevant plans and records for property transfers and subdivisions, building additions, new construction, demolition, etc.

Design:

Prepare contract documents and plans for CDBG and roadway reconstruction projects.

Geographical Information System (GIS):

The City now has the City's Water Distribution System on the GIS along with Zoning, Flood Plain and Assessors. More information is being gathered for the sewer collection system and the City's Drainage. Also, the GIS will be a useful tool for the pavement management program. This program is continuously being updated due to new construction and changes to existing programs.

Traffic Division

During the fiscal year of 2003 the City's Traffic Division of Public Works set out to make a number of things happen, which would not only be visual, but could have a lasting impact. It involved restoring a large part of the City of Quincy's infrastructure (related to pavement markings & signage) and the need to modify a

number of the existing traffic signals to improve traffic flow. By decreasing delay times and improving safety, motorists could have an immediate impact felt in their daily life.

Pavement Markings

We utilized the summer months into the late fall to install pavement markings. Following up in the late spring to mark the crosswalks, parking stalls, arrows and legends around the City. Our program for implementation was based on need and an inventory conducted the previous spring. The results of the effort were admirable and exceeded any previous year ever recorded within the department of public works. Twenty tons of thermoplastic was put in place and covered some 53, 560 linear feet. This represented 54% of the total quantity inventoried. Since the material used is more durable than conventional paint the program can expand into next year without remarking the same area. Thereby, allowing us to complete all of the City's crosswalks in a two year span.

Traffic Signals

The management aspect of traffic systems consists of many elements, including planning, organization, personnel, budgeting, procurement, record keeping and risk reduction to name a few. The traffic division used a three-tiered approach to improving its operations in the traffic signal area during this fiscal year. It first began by keeping computerized records of all its traffic signal maintenance activities. Allowed us to assess where the problem areas were occurring and quantify it. Then develop a "big picture" vision for the future development of the city system. Secondly, preventative maintenance schedules were developed to reduce response maintenance and overtime costs. Thirdly, three locations were identified as needing immediate improvements in timing & phasing to improve traffic operations. They were as follows: (1) Southern Artery at Cove Way, (2) Sea St./Southern Artery/Coddington Street, and (3) Copeland at Furnace Brook Parkway. The first of these involved installing a completely new set of traffic signals, within a traffic system. While the later two locations involved allowing

lead/lag phasing, which provides a protected movement for different approaches throughout the traffic signal cycle. All three projects were completed and have laid the foundation for other projects to follow.

Traffic Enforcement

The traffic division took over the parking clerk's responsibilities for this fiscal year and formalized how the program is implemented. It involved conducting parking ticket hearings every Thursday between the hours of 9:00 a.m. – 11:00 a.m. at City Hall, answering written appeals and answering phone calls & inquiries relative to parking tickets notices. This activity consumed approximately 480 hours. It involved sending out 371 appeal letters to individuals who felt they were ticketed unfairly and answering all written appeals.

Parking Control Officers(PCO) have also seen change this year and established territories rearranged based on neighborhood complaints, emails and letters received by City Councillors. Parking hearings also provided good feedback on whether enforcement was targeting the right areas and identified repeat motorists who were not in compliance with posted time limits around the City. Finally, PCOs were instructed to enforce the municipal parking lots and parking garage to bring better compliance with the rules governing the space. In total the PCO's wrote 28,000 tickets, which is 1,000 more than the previous year.

Traffic Signage

For signs to be effective, they must fulfill a purpose. This means being at the right location and being visible to the intended parkers. Therefore, the Traffic Division replaced 791, repaired 99, removed 192 and relocated 18 signs. It was also a banner year for the sign shop manager who fabricated 1,012 signs. Although

many calls from the public are to request new signs be installed, others identify problems, such as missing or damaged signs. Therefore, two style programs were put into operation this year. The first is a response program, where the work orders are generated from the public calling in problems and the second is a preventative maintenance program, where the traffic division personnel actually go out and find the problems before they are called in / followed by repair and replacement. The latter program creates uniformity and saves time spent on response maintenance.

Traffic Studies

Since a large amount of traffic engineering work involves responses to requests for information, especially on parking, traffic controls and vehicle routings, the Traffic Division conducted 83 traffic studies. In that work effort, 38 intersections were manually counted during peak hours of the day and 41 ATR (automatic traffic recorder) counts, were taken to collect information on volume, speed and classification.

Traffic Impact Review

Route 3/Burgin Parkway Interchange Project. The City's traffic division continues to work with the Flatley Company & Mass Highway Department in finding both solutions to mitigate the traffic flow on Center Street from the Crown Colony/Center Street intersection and regional solutions for motorists entering and exiting the City of Quincy from Route 3.

Joint Regional Transportation Committee

The City's Traffic Engineer continued as a member of the Regional Transportation Advisory Committee (RTAC) for the Boston Region Metropolitan Planning Organization. In this role, the City was able to help steer federal and state transportation priorities and funding.

PURCHASING DEPARTMENT

Laurie M. Allen, PURCHASING AGENT



Annual Report 2003

In March 2003 Alfred Grazioso resigned as the Purchasing Agent. First Assistant City Solicitor Jay MacRitchie served as Acting Purchasing Agent until Executive Secretary Laurie Allen was appointed Purchasing Agent in May 2003.

Also in March, the City contracted with MVP Enterprises, Inc. of Fairfield, New Jersey to perform parking ticket processing services. Payments are now collected by the City's Treasurer/Collector; parking violations are no longer processed in the Purchasing Department.

The number of contracts, purchase orders and bid calls for fiscal year 2003 are as follows:

Contracts	198
Regular Purchase Orders.....	8,305
All Purchase Orders	8,503
Bid Calls.....	40
Dollar Value for Contract Purchase Orders	\$15,629,153.83
Dollar Value for Regular Purchase Orders	\$17,843,732.52
Total Dollar Value All Purchase Orders	\$33,472,886.35

RECREATION DEPARTMENT

Barry J. Welch, DIRECTOR



Annual Report 2003

The Quincy Recreation Department conducted a diversified year round program of activities from July 1, 2002 through June 30, 2003. The department continued to provide strong traditional programs and introduced new activities while utilizing both indoor and outdoor facilities throughout all neighborhoods of Quincy. The creative and positive use of leisure time is an important function to the quality of life for Quincy residents of all ages.

STAFF

In FY2003 Quincy residents again benefited by an enthusiastic, effective and dedicated staff of trained recreation leaders. The success of the recreation programs and the safety of our participants at play depend upon the ability of a part-time and seasonal staff. In the past year 221 persons were employed by the Quincy Recreation Department in leadership and supervisory positions. The Recreation Director and administrative secretary continue as the only full-time employees.

BUDGET

The budget of the department was prepared by the Recreation Director and presented to the Park and Recreation Board. The Park and Recreation Board approved the budget and forwarded it to the mayor for his review. The mayor approved the request and forwarded the budget to the city council. The council unanimously approved the request as presented in the Mayor's annual budget. The support of all elected officials is essential to the delivery of programs to Quincy residents. The total budget for FY2003 was \$660,527; personal services \$635,812; expenses \$16,715; and contractual \$8,000 all contributed to make up the total

appropriation. The department collected \$65,911.50 in user fees for a variety of programs. This money was returned to the general fund.

This brought the tax supported portion of the budget to \$594,616. With a population of 88,125 persons the per capita expenses is \$6.74 per resident.

The ever growing and extremely popular self supporting programs were conducted by the department and \$57,681.00 was collected and appropriated back to the department to pay all expenses in these activities.

SUMMER

Summer vacation recreation programs continue to attract thousands of Quincy's youth to a wide variety of programs conducted on our playgrounds, in school gyms, playing fields, parks, Lincoln Hancock Community School Pool and the waters of Quincy Bay and Black's Creek.

The Supervised Summer Playground Program was conducted in nineteen neighborhood locations. The free program for boys and girls age 6 through 15 years of age is an important feature of the department's commitment to our neighborhoods. In the summer of 2002 a wide variety of activities were planned for both formal and informal activity. Weekly field trips brought hundreds of youngsters to Franklin Park Zoo, Canobie Lake Park, Georges Island, Fenway Park and the New England Patriots Training Camp.

Playground Leaders coached participants in inter-playground sports and city champions were crowned in 3-on-3 basketball, whiffel ball, knockout and hot shot basketball, street hockey and a new city-wide summer bombardment tournament. The annual end-of-season Arts and Crafts display and contest was held at City Hall plaza. Montclair Playground's "Oscar the Grouch" was the top vote getter in public voting and was the city champion. Squantum's "Sponge Bob Square Pants" was second and O'Rourke playground's "Wendy's Meal" was a close third with over 800 ballots cast. The staff of supervisors, sports and arts and crafts specialists and 44 playground leaders all greeted hundreds of youngsters in the "Just Tuesday" barbecue that marks the last day of the summer playground season. A great day of games, sports, food and fun was had by all.

With 27 miles of waterfront the Aquatic Programs of the department continue to be the most popular of our summer offerings. The Lincoln Hancock Community School Pool was once again home to the **Summer Learn To Swim Program** and the **Recreational Swim Program** on nights and weekends. The highly trained staff which was certified in accordance with The American National Red Cross had a serious commitment to the public to insure their safety and provide an enjoyable environment for both instruction and enjoyment. 350 persons were enrolled in the program for the July session and 343 enrolled in the August session, for a total of 693 persons in the **Learn To Swim Program**. The lesson program was conducted Mondays through Fridays. The popularity of the pool was not limited to the lesson program. Family groups, children and adults all engaged in the opportunity for recreational swimming which was supervised nights and weekends year round. With an annual attendance of over 22,000 persons, the pool programs delivered a safe, and fun-filled location for enjoyment and physical fitness. The safety record of the aquatic staff contributes to the enjoyment of the participants and speaks to the dedication and training of the leaders.

The **William F. Ryan Boating and Sailing Program** was a popular gathering spot for over 300 boys and girls who took advantage of the ideal setting to learn the skills of rowing, sailing, canoeing and kayaking. The seven day-a-week program under the leadership of competent and enthusiastic leaders, coupled with the ideal setting in Merrymount Park continued to make this program a model for many municipalities. Twelve youngsters and four boats participated in Quincy Bay Race Week activities in August. Budget considerations kept the department's 32' pearson sailboat from being launched for the adult program in Quincy Bay. The last day of the summer season's annual Nautical Day attracted 400 persons to the Ryan Boathouse who participated in family boat races, games and enjoyed a cookout.

The **Hershey National Track and Field Youth Program** celebrated twenty-five years of participation by the Quincy Recreation Department. Over 200 boys and girls took part in two community meets and 50 qualified for the state championship in Billerica, Massachusetts. Three Quincy relay teams were successful in winning the Massachusetts State Championship and two teams qualified for the all expense paid trip to the National Championship in Hershey, Pennsylvania. Competing in the National Championship were the girls 9-10 and boys 13-14 year old teams. Both teams finished seventh in the nation.

The youngsters who competed in the National Championship were Jacqueline Dugas, Julia Free, Julia Nee, Emily Hannon, Kevin Burst, Benson Luc, Akil Benjamin and Mark Jordan.

The **Summer Sports Clinics and Instructional Workshop Programs** were conducted on a self-supporting basis for the nineteenth year. Over 591 persons signed up for the 18 program offerings on the first day of registration. Over 900 children enrolled in the programs by summer's end. The programs are popular, low cost, and provide quality leadership that are now a Quincy Recreation tradition. The summer programs offered for 2002 were: wrestling, girls basketball, boys basketball, girls soccer, boys

soccer, arts and crafts (2), musical theatre, dance, television production, golf, girls softball, baseball, track, field, and distance, competitive swimming, cheerleading, and volleyball.

The girls softball clinic was a new addition to the summer offerings and proved to be extremely popular.

Special recognition came to the program when the "Cable Camp Summer Workshop" won a first place award given by the Northeast Regional Alliance for Community Media. This award given in the government use division was a tribute to the outstanding talent of the youth enrolled in the program and the excellent staff at Q.A.T.V.

Arts in the Parks, the Park and Recreation Board sponsored program visited all six wards for the free night of entertainment. All programs were from 6:30-8:00pm and featured David Polansky the renowned children's performer. This was the seventh year of the program that brings the arts to the neighborhoods of Quincy. The department also provided staff for the Wednesday night concerts at the **Ruth Gordon Amphitheater** and for the first-time the program was coordinated by the Park Department program manager.

For the first time the Ruth Gordon Amphitheater hosted the Boston Landmark Orchestra for two concerts that were held in the daytime and were designed for children as the primary audience.

Twilight Hoop concluded its five-week program with its annual tournament to crown champions in two divisions. The Monday through Thursday program had 11 teams during July and August and they were made up by participants in middle and high school who formed their own teams. The recreation staff officiated the daily schedule of games.

FALL AND WINTER

For the 32nd year the best of Quincy's Tennis Players young and old, gathered at the Russell Park Tennis Courts to crown the best resident tennis players in 12 divisions of play. Under the

talented eye of John Franceshini, the **City of Quincy Tennis Championship** director for over 20 years, and with the Quincy Municipal Credit Union again providing financial sponsorship the tournament was truly our own fall classic. The champions for 2003 were:

Men's singles-Jirawat Anektnasap; Men's doubles-Jirawat Anektnasap and Job Chan; Mixed Doubles-Jirawat Anektnasap and Lorena Asllanai; Men's 50 and over-Joe Ryan; Men's 35 and over-Joe Ryan; Women's 35 and over-Phoebe Chan; Boys 16 and under-Michael Chan, Women's Doubles-Gail McDonald and Aileen Eeley; Girls-Victoria Wong; City Employees-Geoffrey Meade.

The 5th year of the annual **Quincy Artsfest** was held September 12-15th on the grounds of Merrymount Park. A private opening was held for the artists, for friends and sponsors on Friday and the following two days open to the public. The extraordinary interest interact in this activity was demonstrated when 8,000 persons enjoyed the art, children's workshops and ongoing entertainment under ideal weather conditions. Once again this activity was a collaborative effort with the Quincy Art Association.

The **Learn to Skate Program** was conducted for two nine-week sessions. With two hours of lessons on Wednesday over 200 participants took part in the program at the Quincy Youth Arena. Mrs. Anne Eagles, a U.S.F.S.A teaching professional has dedicated her time to this program for 27 years.

If the Playground Program is the heart of the summer programs than the **After School Night and Saturday Gym Program** is the heart of the winter programs. Starting in November the department opened eleven gymnasiums in schools throughout Quincy's neighborhoods and they were supervised by recreation staff. The programs offered a variety of free gym activities for boys and girls age 8 through high school. The program concluded in April with its annual city basketball championships. The following schools were utilized: Atherton Hough, Atlantic

Middle School, Beechwood Knoll, Charles A. Bernazzani, Lincoln Hancock, Clifford Marshall, Merrymount, Montclair, Parker, Point Webster, Snug Harbor, Squantum, Sterling Middle School, and Wollaston.

Participants could choose from gym locations and attend multiple gyms on different days. The school vacation periods of Christmas and February saw an expanded schedule and increased hours of operation. More than 150 hours of additional free programming for the youngsters were available during school vacation.

The gym programs meet the needs of participants and parents alike as they once again provided a safe and well-supervised opportunity for children to socialize, learn new skills and remain physically active.

The winners of the **All City Recreation Basketball Champions** were Snug Harbor in the Middle School Division and Beechwood Knoll was the winner of the George Dunn Championship for the High School Division.

The night gym programs at Sterling Middle School and Snug Harbor Elementary School were co-funded by a grant from the Department of Planning and Community Development Program. This grant was written by the Recreation Department to assist youth and obtain supervised recreation in low-income areas.

The Recreation Department hosted the **Elks National Free Throw Contest** in 12 locations as part of the citywide gym program. Over 250 boys and girls age 9-10, 10-11 and 12-13 competed in the first round. City Champions were crowned and advanced to a regional playoff. This event was funded by the Quincy Lodge of Elks 943.

For forty weeks the department co-sponsored a program for **Special Needs Adults** with Cerebral Palsy of Massachusetts. This program was conducted on Wednesday nights at the

Lincoln Hancock Community School. Highlights of the season were the annual June musical and a field trip to see the holiday lighting at the LaSalette Shrine. The Recreation Department also sponsored an Arts/Crafts professional who visited the program one Wednesday each month.

The staff of the recreation department assisted the Park Department in planning and organization of the annual **First Night Quincy** event. Recreation staff assisted in setup and pre-event publicity of the program in the days prior to First Night and operated the First Night store and the hat-decorating tent on First Night. The eleventh annual event was complete with ice sculptures, dozens of performance venues, a light parade and two fireworks show. The event saw an attendance of over 15,000 persons.

A New England blizzard cancelled the **Presidents Day Celebration** for 2003.

With Ragged Mountain operating the Blue Hills Ski Area great improvement continued to be made to the facilities. These improvements made for great skiing for the 63 youngsters enrolled in the **Learn to Ski Program** supervised by the Quincy Recreation Department. The five weekly lessons for youth age 8-14 provided 1 ½ hours of lessons, free skiing and supervised transportation. With great snow all season long this popular activity was a huge success. Snowboarding lessons passed ski lessons in popularity among our participants.

Adults continue to be active with the Department's Fitness Programs. The **Men's Drop in Basketball** was conducted from October through May on Monday nights at the Atlantic Middle School Gym. This program is fee supported. The women were active in the popular **Fitness Program at the Fore River Clubhouse**. The program had over 100 participants in two separate classes. The classes were conducted Monday, Wednesday and Friday mornings from September through June. The program is fee supported.

Quincy High School Girls Soccer Coach, Don Martin joined with Paul Bregoli, the Girl's Soccer coach at North Quincy High School to conduct a 14-week **Soccer Skills Program** for Middle and High School age girls. This program was held at Broad Meadows Middle School and had over 100 participants. A special eight-week **Cheerleading Program** was conducted at the Wollaston School Gym for girls all over the city who were in grades four, five, and six.

SPRING

On May 3rd the annual **Cleaner Greener Quincy Day** tradition was hosted by Mayor Phelan as he manned the grill at a picnic for all the volunteers who had given up their day to clean our open spaces, beaches and other community sites. The recreation staff prepared a barbecue for over 500 persons with food donated by Stop and Shop.

The **21st Senior Olympics**, an event that is unique to the City of Quincy, was conducted over 10 days and had over 200 Olympians age 55 and older. The "senior" Senior Olympian was 101 year old George Conway who has competed every year of the program. The event is co-sponsored by the City of Quincy and Beechwood on the Bay and began on May 12th and concluded on May 21st with a medal ceremony. Recreation staff conducted the walking and running races, javelin, shot put, basketball free throw, bocce, swimming, horseshoes, softball throw, as well as running and standing long jump events. Recreation Director Barry J. Welch, an Olympic Games co-founder, served on the planning committee with Katy Prince of Beechwood, Kristin Priscella of the Mayor's Office, Tom Clasby of the Elder Affairs Office and Sharon Beals of Beechwood. The games continue to attract statewide attention as an outstanding fitness opportunity for the elder population.

Quincy's 52nd Annual Flag Day Parade sponsored by the City of Quincy, the Quincy

Partnership and the Koch Club was held on Saturday June 14th, 2003. The recreation department staff assisted in the distribution of free refreshments to the 1300 youth who marched in the parade. Grand Marshalls of this event were the Blue Star families of Quincy. These families had men and women in their families serving actively in the armed forces. After a wonderful and spirited parade thousands of persons witnessed a spectacular display of fireworks over Merrymount Park and the Black's Creek lagoon. This annual event is a "right of passage" for many long time Quincy families.

By ordinance the Director of Recreation serves during the year as a member of the Quincy Council of Aging, the Family Commission, and the Community Policing Commission. In FY2003 he also continued to serve as a member of the State Board of Directors of the Massachusetts Senior Games, and on the Executive Committee of the Massachusetts Recreation and Park Association.

The Director of Recreation continues to serve as the managing trustee of the **Dawes Memorial Estate**. Through the service of Fleet Bank, the interest on the principle of the Dawes Family trust is utilized to sustain the building in accordance with the bequest of the Dawes' will. The site at 657 Quincy Shore Drive was used extensively by a variety of small groups. The building is ideal for small staff meetings. The Recreation Department continues to utilize the site as well as the Department of Elders Services, Wollaston Mother's Club, Quincy Youth Baseball, the Quincy Bay Power Squadron, the Lipton Cup Regatta, the Circle Yacht Club, Men's and Women's Softball Leagues, the Germantown Yacht Club, Alpha Delta Kappa, Quincy Telecommunications, Quincy Public Schools, and Alturas International.

QUINCY PARK AND RECREATION BOARD

The organization of the board for the July 1st, 2002 through June 30th, 2003 was as follows:

Josephine Shea
Chairman
Jack Nigro
Vice Chairman
Bryant L. Carter, Jr.
Secretary

Theodore DeCristofaro
Connie Driscoll
Robert Evans
Ronald J. Mariano
Anthony R. Sansevero
Sandy Verhault

ADMINISTRATION

Barry J. Welch
Director
Mary Elizabeth Dowling
Secretary
Nancy Joyce
Summer Program Director and Supervisor General

RETIREMENT BOARD

Edward J. Masterson, DIRECTOR



Annual Report 2003

The Quincy Retirement Board manages the assets and oversees the administration of the Quincy Retirement System. There was only one change to the makeup of the Retirement Board this year.

The five members of the Board are:

City Auditor (ex-officio)	Richard D. Fitzpatrick
Mayoral Appointee	Francis X. McCauley
Elected Member	George F. McCray
Elected Member	Richard P. Crespi
Appointed by other four	Roger E. Perfetti

The Retirement Board makes the policies and the office staff carries out those directives in the administration of the System. The Board and its staff ensure that the Retirement System operates within the guidelines of M.G.L. Chapter 32 and the Public Employee Retirement Administration Commission regulations. The Board also has the responsibility of managing the assets of the system in a prudent manner to ensure the long term financial stability of the system.

The Board hired a new investment-consulting firm, Meketa Investment Group, at the tail end of the year. Meketa investment Group promised to each and every security held by each of the Board's investment managers and deliver a comprehensive report outlining all of their findings as well as recommendations for changes. The Board thought that hiring a new consultant would be prudent at this time because the investment returns of the Retirement Systems funds were negative for the second year in a row. The Quincy Retirement System's return was -5.92% for the calendar year ended December 31, 2001. Although the absolute return was a poor number, the Board's performance relative to the other 105 Retirement Boards in the State was good.

In August of 2002 our offices moved across the street from City Hall to the fifth floor of the South Tower at President's Place. This enabled Constituent Services to occupy our previous space in City Hall. By acquiring the new space, the Board can meet in it's own conference room, and provide our members and retirees with greater privacy in which to discuss their benefits.

The members of the system contributed over \$4.8 million through their weekly withholdings and the City and Housing Authority contributed \$15.6 million to the Retirement System.

The Retirement System paid out \$24.6 million in pension payments for the year. The breakdown of that total is: (in thousands)

Regular Payments.....	18,470
Survivors	1,190
Ordinary Disability.....	180
Accidental Disability.....	3,420
Accidental Death.....	1,340

The Retirement Board staff is available to all members of the system for any questions regarding retirement benefits, from eligibility to projections of future benefits.

QUINCY PUBLIC SCHOOLS

Dr. Richard DeCristofaro, SUPERINTENDENT



Annual Report 2003

In the 2002-2003 school year the Quincy Public Schools continued to embrace and implement its mission for students, staff and parents of the city of Quincy.

Our mission is to provide a safe and nurturing learning environment for children to achieve their individual maximum potential.

Our desire is to develop students who persevere in their studies, take responsibility for their choices and are honest in their character.

We seek to equip the students with the necessary skills to thrive as productive workers and committed citizens and to meet the challenge of change in a global community.

We strive to help children discover and explore their gifts and talents and to value and respect each other's uniqueness.

In order to accomplish our mission, staff, parents and students must work in a collaboration of effort and trust with open communication.

Our success will be measured by our students who exemplify a lifelong love of learning.

Vision Statement

The vision for the Quincy Public Schools is to have a system and learning community that function with cohesive and unified goals that are understood and shared by all stakeholders. All areas of the school system will consistently communicate, collaborate and cooperate in order to provide a culture that creates an effective, safe, and nurturing environment in which children and young people may grow and learn.

While we utilize a District Improvement Plan we operate within a team-based organization that serves all areas of the system and allows for shared and contributory decision-making. We have over forty active teams that represent administrators, teachers and parents. Goals are established and embarked upon during the school year in order to share important information regarding the District Improvement Plan.

Assessment Team

This team created the Quincy Public Schools District Assessment and Improvement Plan. The Assessment Team is comprised of QPS central office administrators and principals. The team goal is to encompass five Areas of Inquiry: Curriculum Instruction, Teacher Quality, Student Support Programs and Services, Leadership and Governance and Business and Financial Management. These five areas of inquiry bridge three levels of assessment in our school system: District Level Assessment, Building Level Assessment and Classroom Assessment, Instruction and Curriculum.

The Assessment Team defined and completed the goals set for 2002-2003 by:

- Evaluating individual tests, the testing schedule and the dissemination/use of test results. Making short and long-term recommendations and preparing an action plan to address concerns.
- Created a chart/schedule of what is occurring system-wide in testing. Identified rationale for each element of the chart.
- and described the dissemination of the data generated by each element.

- Defined appropriate assessment tools and a process of assessing and placing students who come to us with insufficient prior testing.

Professional Development Team

This team is comprised of a group of directors and principals whose main role is to review the staff development needs of educators and to develop a District Professional Development Plan, which contains the System Early Release Day Schedule, The Professional Development Master Calendar, the System Professional Development Calendar and the Individual School Professional Development Calendar.

The Professional Development Team defined and completed the goals for 2002-2003 by:

- Developing an instrument and survey of all professional staff needs/expertise regarding proposed professional development topics and defined a focus and differentiated approach to future professional development. Data was analyzed and shared with the Curriculum Team. A list of teachers/administrators available to provide professional development to sites/departments was developed.
- Reviewed and revised the Professional Development Evaluation/Feedback Form. Submitted the form to the QEA Planning Committee for their input and established a meeting with the QEA Planning Committee.
- Investigated and designed a partnership with a university to offer “in house” administration certification path/Masters, CAGS and Doctoral degree programs to our own staff.

Successful workshops were conducted including fourth and fifth grades and some middle school Math teachers training on Hands-on-Equations from Borenson Associates which is used to turn students on toward algebraic thinking. Balanced Literacy classroom strategies were provided in workshops for first and second grade teachers. Elementary level workshops have been focused

on Guided Reading and Reciprocal Teaching. Workshops for middle school teachers centered on planning standards-based instructional units and developing a middle school syllabus template. The Professional Development Summary Report enables facilitators and providers the opportunity share the goals and results of their workshops. These reports are now on an electronic template. Bridgewater State College and U/Mass Lowell established on-site programs for our teachers. All teachers received flyers inviting them to attend an information meeting in March.

Curriculum Team

This team is made up of directors, principals, assistant principals and teachers. The purpose of the team is to oversee the implementation of all aspects of the Massachusetts Frameworks and the Quincy Design for Learning. High schools focused on designing a syllabus for each academic course and established uniform mid-term and final exams.

The Professional Development Team defined and completed the goals set for 2002-2003 by:

- Revising, editing and developing final copy of DCAP.
- Created a procedure for dissemination of information to new staff (curriculum frameworks, design for learning, end-of-year expectations, curriculum guides, etc.) Completed and assessed syllabi of middle schools and the high schools. Completed and evaluated mid-year and final exam pilots for the high schools.
- Obtained an inventory of major texts in Math K-12.

Completion of the survey of Math textbooks K-12 helps with the five-year plan of creating an inventory of all academic instructional materials which will help the district and individual schools plan long-range budget goals, review used books with dated copyrights and assist individual school in sharing over-stocked texts.

The Curriculum Team supervised Vertical Teams in English, Math and Science.

Vertical Teams

For school year 2002-2003, Vertical Teams involved department chairs from each academic area along with eighth and ninth grade teachers. Vertical Teams in Math, English and Science provided an opportunity for teachers to share ideas in a collegial atmosphere while setting specific goals to assist student learning.

Vertical Teams defined and completed the goals set for 2002-2003 by:

- (Math) Developed a Profile Card to facilitate the placement of new ninth grade students and identify the areas of weaknesses and strengths from the eighth grade MCAS Item Analysis Report.
- (English) Identified the types of literary passages and genres used in past seventh and tenth grade MCAS tests.
- (Science) Developed and implemented uniform lab reporting techniques for grade 6-12 students.

In addition to completing the above goals, the Math Vertical Team assisted math teachers in learning to use "Worksheet Creator," a test generator program aligned with the curriculum. The Science Vertical Team suggested a writing sample and a metric test be attached to each student's Science Profile Card as they enter ninth grade. These additional assessments will assist in the best placement for each student. The English Vertical Team also developed a list of specific MCAS test results forms generated by Test Wiz to assist teachers in understanding individual student's needs. A teacher in each middle school was selected to be the contact person to coordinate these MCAS forms.

Educational Technology Team

Organizing, preparing and delivering technology professional development as part of the technology enhancement grants achieved the primary goal of this team. Collaboration with Fresh Pond Education established "design teams". Each team consisted of a facilitator and four or five team members. Facilitators trained

in effective meeting management techniques and leading peer review. Design teams trained in the use of our data analysis tool "Test Wiz".

Design teams identified a variety of curriculum challenges. The lessons/units developed to address these challenges are being shared with all Quincy teachers using our website. This comprehensive program aims to improve student achievement in Mathematics as measured by the MCAS. Some of the issues addressed included:

Elementary Design Team 1 found our curriculum challenge to be the ability to solve multi-step problems. **Elementary Design Team 2** worked with elementary school students who have difficulty with organizing and communicating effectively in writing in math. **Elementary Design Team 3** formed multiple in-house design teams for work in the following areas:

Grade 1 designed a new assessment tool using the Massachusetts Frameworks.

Grade 2 students understand the Math vocabulary from each of the twelve chapters in the grade 2 Math text.

Grades 1-3 worked on calendar skills and measurement.

Grades 3-4 understanding base 10 numbers and the understanding of digits and place value.

Elementary Design Team 4 focused on number sense. Developed eleven lessons each focusing on different number strands in the Massachusetts Curriculum Frameworks.

Middle School Design Team 1 challenge is the middle school students need more practice with measurement. **Middle School Design Team 2** analyzed test scores and other assessment data, including student's work, and targeted on improving answers to open-response questions. **Middle School Design Team 3** reviewed the MCAS data from Test Wiz and found weakness

in the open-response section of the Math MCAS. **Middle School Design Team 4** noted Geometry and measurement have been a concern for many math teachers. Traditionally, geometry would be explored at the end of the year. **Middle School Design Team 5** focused on creating open-response guidelines that will be used across the curriculum. After utilizing Test Wiz, teachers will be able to focus their individual lessons on the areas of greatest weakness within their subject.

High School Design Team 1 decided the curriculum challenge would focus on students having difficulty using reasoning to solve problems. **High school Design Team 2** Analyzed MCAS scores using Test Wiz and uncovered many area of deficiency in Mathematics with respect to MCAS. Agreement was reached that measurement was the area that needed attention. **High School Design Team 3** collected data from Text Wiz indicating students are not performing well on the statistics strand of the MCAS exam.

Extension and Continuing Education Team
By completing goals set for 2002-2003, extended school day activities have become a way of life within the Quincy Public Schools. Extension and Continuing Education Team members continue to assist our sites as they monitor, budget, communicate, consistently promote, publicize and coordinate a variety of innovation quality academic, enrichment and recreational activities beyond our school day through the year.

Special Education

The Special Education Team defined and completed the goals set for 2002-2003 by:

- Determining system needs and entry criteria for substantially separate programs and projected the number of classes needed for the next school year by March.
- Developed and implemented a monitoring system to ensure that the criteria identified in the compliance review were addressed.

- Developed and provided professional development activities for all staff in the areas of SPED regulations and IEP development.

Yearly agendas for professional development were modified and adjusted to meet the needs and interest of staff. Elementary special educators attended sessions regarding the role of the occupation, speech and adaptive staff, which facilitated an understanding of the needs of our students. Middle School staff worked on developing a bank of goals and benchmarks for English and Math that are specific, measurable and helpful to their colleagues.

Community Business Partnerships Team

The Quincy School Community Partnerships reported the signing of its 120th partner in April. The Community Business Partnership works with the Foundation for Educational Excellence to sponsor events that provide mini-grants for teachers and classrooms, enhancing and enriching the educational experiences and opportunities for our students.

Some of our fundraisers include: **Beatlemania** - held in March and attended by 700 Beatle fans and raising approximately \$15,000.00. The **Historical Walk** – held in May and the **Partnership Golf Tournament** held in June.

In April, the Quincy Public Schools hosted its Annual Breakfast Meeting of Quincy School-Community Partnerships at the Marriott Hotel in Quincy to thank our business partners for their generosity throughout the year.

Robotics

The Quincy Public Schools FIRST Robotics program had another outstanding year. The goal of our program is to get kids and our community excited about science and technology through Robotics, a sport of the mind.

To that end our team supported 10 middle school Lego League Robotic teams, two at each of our middle schools. We also ran in conjunction with our industry partner, The

Gillette Company, the Eastern Massachusetts Lego League Tournament. This tournament, held in December, featured 42 teams from across Massachusetts and even as far as Rhode Island, Connecticut and New Hampshire. This event allowed teams to compete in a variety of areas including: winning the robotic missions, doing research on a community problem, and programming the robots. The high school team also ran two "Resident Cup" tournaments for our in-city middle school teams, to allow them a chance to show their work in a smaller venue.

Our team also participated in the Quincy Christmas Parade, by building a float that featured last year's robot.

In January our real season kicked off. We were given the game rules and six weeks to design, prototype, build and test a robot that could successfully play the game. While this was going on, other members of our team did fundraising, produced a documentation packet, produced an animation project and a web site. We also ran a "Mini Meet" in Quincy and invited local FIRST Robotics teams to our site to try out our field and some light competition prior to the regional events. Our team consisted of 48 students, 9 teachers and 13 engineers and machinists from Gillette.

We entered the regional competition at the BAE Systems Granite State competition in March. We had a huge crowd cheering us on, close to 50 Gillette employees, the Mayor of the City, School Committee members, principals and parents. In the end, our team made it to the finals and was on the alliance that came in second in the region. We then went on to compete at the National FIRST Robotics competition in Houston, where our robot struggled after getting into some alliances where we had to do the work

of two robots. We didn't place very high in the trials but because of our incredible effort we were drafted into the finals by another team. Unfortunately, we were not victorious. We certainly were winners because we did accomplish our goal and we once again created a lot of excitement and fun around Science and Technology in Quincy.

Budget

Although we experienced an extremely difficult budget process in the spring of 2002, the Mayor and School Committee continued to focus on class size and early literacy.

In November of 2002, the Mayor appropriated \$100,000 in order to provide the School Committee additional funding. The Mayor and Committee decided to hire two high school teachers to improve class size, a Security Guard and two Security Aides for each high school, and an Elementary Instrumental Music Teacher. These additional positions along with the School Committee's willingness to fully fund Special Education improved our budget situation greatly.

As we began the budget process for the 2003-2004 school year, the Mayor was supportive by supplying a five percent increase to our Quincy Public Schools budget.

Conclusion

In the 2002-2003 school year, our students were supported by a caring and hard working School Committee and Mayor. Our system continued to serve, teach and encourage students, parents, and staff to work in collaboration with an affective and academic focus, always directly focused upon our teachers and classrooms – with excellent results.

**QUINCY PUBLIC SCHOOLS
ANNUAL REPORT
School Year: 2002-2003
Richard DeCristofaro, Ed.D.
Superintendent of Schools**

**QUINCY SCHOOL COMMITTEE
School Year: 2002-2003**

**The Honorable William J. Phelan, Chairman
Christine M. Cedrone, Vice Chairman
Jo-Ann M. Bragg
Elaine F. Dwyer
Ronald J. Mariano
Michael E. McFarland
Linda K. Stice**

**Richard DeCristofaro, Superintendent of Schools
and Secretary to the Quincy School Committee**

VETERANS' SERVICES DEPARTMENT

Henry P. Bradley, DIRECTOR



Annual Report 2003

*"A man who is good enough to shed his blood for his country
is good enough to be given a square deal afterwards. More than that
no man is entitled to, and less than that, no man shall have."*

Theodore Roosevelt

Since 1861, the Commonwealth of Massachusetts has demonstrated solid concern and compassion for the men and women who have displayed sacrifice, valor and duty when their state and nation called upon them. Massachusetts General Law (M.G.L.), Chapter 115 provides the necessary support for veterans with dignity and sensitivity to which they are entitled in view of the sacrifices which they made for the country. The dependents of deceased

veterans are also provided with the same benefits.

The staff of Quincy Veterans' Services consists of Director Henry P. Bradley; Graves Registration Officer Thomas Stansbury; Administrative Support Staff Marianne McCormack and Patricia Barry, and the Director of the Sheila McIntyre Veterans' House, Fran McMorrow.

The number of cases aided	561
Total benefits distributed.....	\$246,836.13
State Department Reimbursement at 75%	\$164,467.65
Workers' Compensation and Assigned Cases	\$ 7714.12

The total in person inquiries to this Department by veterans seeking information or assistance on medical care, housing, VA loans, pensions and financial assistance	1330
Nursing home visits.....	36
Quincy Gold Star Parents, Spouses and 100% Disabled Veterans receiving the annual \$1500.00 Annuity from the Commonwealth.....	147
Total amount received from Annuity	\$220,500.00
Total number of Quincy Veterans/dependents receiving VA benefits	8,230
Total amount of VA benefits received by Quincy Veterans	\$8,989,546.00

The Guest Speaker for Veterans' Day was John Gillis. WWII Marine Corps, former City Clerk, present
Norfolk County Commissioner and former Parade Chairman.

The Guest Speaker for Memorial Day was Major William Zinnel, Retired Air Force, Senior Aerospace Instructor Quincy High School Air Force Junior ROTC.

On November 11, 2002 as part of the Veterans' Day Services, the World War II Statue at City Hall was dedicated.

Between Thanksgiving and Christmas, this office distributed 16 baskets of food to needy veterans and their families.

Visits were made to the five Quincy Nursing Homes during the Christmas Season. Gifts of toiletries were dispersed to many grateful veterans.

For Quincy's First Night QVS, through Quincy Veterans' Council, invited and entertained 12 veterans from the Brockton VA's "RISE" Program. Both Director Bradley and Graves Registration Officer Stansbury escorted the veterans to the many areas of entertainment and dinner.

During January, we distributed information packets to all the churches in Quincy for "Four Chaplains' Sunday" which was mandated by Congress to be the first Sunday in February.

Last winter Veterans' Services Department collected much needed supplies for the soldiers in Iraq and with the help of the Air Force Junior ROTC at Quincy High School sent 35 boxes of goodies to our troops. At the same time, this office distributed over 70 Blue Star Banners to the immediate families of men and women serving our country. Many cardboard banners were given to the extended families. Along with the banners, packets of information were given. A support group was begun at Quincy Medical Center for those same families.

We continue to assist our veterans in filing for VA pensions, disability claims, housing loans, educational and vocational training, medical care, as well as burial and graves information. We appreciate the continued support from Mayor Phelan, the City Council and the citizens of Quincy in aiding our veterans.

May God Bless America!

2003 ANNUAL REPORT OF GRAVES REGISTRATION OFFICER

Veterans Deceased During The Year:

World War I	0
World War I & II	0
World War II	183
World War II & Korea	4
Korean	33
Korean & Vietnam	2
Vietnam	36
Lebanon	0
Granada	0
Panama	0
Persian Gulf	1
Peacetime	4
Burials in Quincy Veterans' Lot	14
Burials in Quincy Cemeteries	92
Burials Outside of Quincy	122
Burials in Bourne National Cemetery	36
Deceased Veterans Cards Filed in Veterans Dept	264
Burial records added to Computer files	3440
Total burial records in Computer files	5848
Flags Placed on all Veterans' Graves (approx)	6,800
Squares flagged in Quincy	78
Memorials flagged in Quincy	34
Replaced Bronze Square Markers	0
Applications for Government Markers	75
Government Markers installed in Quincy	67
Furnished Flags for Various Flag Poles	30
Bronze Flag Holders Repaired	60
Attended all Cemetery and Veterans' Council Meetings	

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III

Financial Statistics



ASSESSORS OFFICE

Marion A. Fantucchio, Chairperson



Annual Report 2003

In Fiscal Year 2003 the real estate market continued to rise. Interest rates were still low which encouraged people to pay more than they normally would have if the interest rates had gone up. As an offset, many property owners put additions on their homes and otherwise improved their property rather than sell and buy new. The city started to see sales of homes which would be torn down to make room for a newer, larger home. In general, with sales, new construction and additions the real estate market was very active.

Fiscal 2002 was a revaluation year and when valuations were finally approved by the Department of Revenue it was stipulated that the Board of Assessors get new updated software for valuing real estate. This to be done and in place by the next revaluation year, Fiscal Year 2005. During Fiscal Year 2003 this process was started. The Board of Assessors visited several communities, each having a different software company and viewed the processes used. They discussed the good and bad features of each program with the Assessors of those communities.

This was followed by preparing a Request for Proposals and sending it to the various companies. Several of the companies came to our office for the purpose of doing a demonstration and pointing out good features and improvements to their systems. It was a lengthy, involved process, but necessary in order to make an informed decision.

Also for Fiscal Year 2003 the Board of Assessors, as advised by the Department of Revenue, again did interim adjustments of real estate values. The tax rate, which was \$13.15/1000 for fiscal year 2002, went to \$13.62/1000 for fiscal year 2003, again resulting in an increased tax bill. There were 509 abatement applications filed, down from the 1,005 applications filed in fiscal year 2002, of which 384 were on residential properties and 125 were on commercial properties. There were 18 applications filed on personal property. Many of the residential abatement applications were filed due to socioeconomic problems rather than problems with the valuations. However, statutory law requires values to be at full, fair cash value based on sales and the market, so does not leave any choice to the Board of Assessors.

Again during this year the Board of Assessors spoke at various workshops throughout the City, explaining the various exemptions, tax deferrals, and the senior work program available to taxpayers. All these workshops were very well attended and many took advantage of what was available.

There were 1,296 applications for personal exemptions approved. These were for Elderly Persons, Surviving Spouses, Blind Persons, Disabled Veterans, Tax Deferrals and others.

A total of 2,167 building permits were received and reviewed by the Board of Assessors. Based on the building permits, 2,335

deeds recorded at the Registry of Deed affecting ownership and other documents on subdivisions, mergers, takings and changes of addresses 5,085 changes on Assessors records were processed.

There were 79,880 Motor Vehicle Excise tax bills and 2,855 Boat excise tax bills issued. 3,102 abatements due to sale, trade, incorrect place of garaging, personal exemptions, etc. were processed against these bills.

FISCAL YEAR 2003 TAX RATE SUMMARY

A. Total amount to be raised.....	\$222,710,031.96
B. Total estimated receipts	98,102,550.06
C. Total Levy.....	\$124,607,481.90
D. Distribution of Tax Rates and Levies	

	(A) Class	(B) Levy Percentage	(C) Levy By Class	(D) Valuations By Class	(F) Tax Rates
I. Residential		64.5420%	\$80,424,912.34	\$5,904,912,800.00	\$13.62
II. Open Space					
III. Commercial		28.0763%	34,984,497.79	1,241,465,500.00	\$28.18
IV. Industrial		2.9950%	3,731,967.58	132,433,200.00	\$28.18
V. Personal Property		4.3867%	5,466,104.19	193,971,050.00	\$28.18
Totals:		100.0000%	\$124,607,481.90	\$7,472,782,550.00	

Valuation

Real Estate.....	\$7,278,811,500.00
Tangible Personal Property	193,971,050.00
Total Valuation of the City as determined for January 1, 2001	7,472,782,550.00

Total Valuation of Motor Vehicles as of June 30, 2002.....	349,681,473.00
Total valuation of Boats as of June 30, 2002.....	19,253,800.00

Total valuation of the City of Quincy Including Motor Vehicles and Boats.....	\$7,841,717,823.00
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Tax Rates

Residential.....	Commercial/Industrial
\$13.62.....	Personal Property \$28.18

STATUTORY EXEMPTIONS GRANTED FOR FISCAL YEAR 2003 UNDER THE PROVISIONS OF THE FOLLOWING CLASSES:

	Number of Exemptions	Amount Abated
Seventeen E Surviving Spouses and elderly persons	240	\$45,952.28
Eighteen Hardship	11	16,744.88
Twenty Two Veterans		
Twenty Two (A-F)	625	157,650.00
Twenty Two A	9	3,825.00
Twenty Two B	2	1,550.00
Twenty Two C	1	950.00
Twenty Two E	53	30,050.00
Thirty Seven A Blind	89	44,500.00
Forty One D Elderly persons 70 years of age or older	218	108,250.00
Forty One A Deferred persons 65 years of age or older	44	117,771.17
Forty Two and Forty Three Surviving spouses and minor children of police officers and fire fighters killed in the line of duty	3	11,157.50
Fifty Elderly Housing	1	283.30
Total	1,296	\$538,684.13

AUDITING DEPARTMENT

Richard Fitzpatrick, AUDITOR



Annual Report 2003

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The considerable challenges faced, and overcome, by Quincy in Fiscal Year 2003 left the City well-positioned to craft a balanced and realistic Fiscal Year 2004 budget. Despite a daunting \$ 2.26 million in mid-year cut in state aide, a \$ 700,000 MWRA assessment increase, and the discharge of a \$ 900,000 prior year obligation (summer pay-teachers), all in Fiscal Year 2003, the City was able to eliminate the negative \$ 3.4 million undesignated fund balance of Fiscal Year 2002 and end Fiscal Year 2003 with a positive \$ 285,000 fund balance.

Quincy was the first Massachusetts municipality to enact the Early Retirement Incentive, resulting in a 100 person reduction in the workforce. Key real estate parcels, including the Fore River Shipyard, were restored to the tax rolls. Combined with a vigorous new growth figure of \$ 4.6 million, these steps allowed the City not only to absorb the local aid cuts and previous years' bills, and to identify \$3.4 million to reserve for appropriation, but to fund Fiscal Year 2004 salary increases and increase the City's stabilization fund. Significantly, this was accomplished without budget-related layoffs.

The City of Quincy remains committed to increasing its fiscal stability: aggressive collection of parking ticket revenues was implemented, including an online link with the Registry of Motor Vehicles to enforce the collection of outstanding fees; a comprehensive overhaul of the City fee structure was enacted, bringing the City charges into line with other

cities and towns; and, Quincy refinanced its outstanding bond debt, resulting in a savings of some \$ 300,000 over the life of the bonds. Additionally, Quincy executed a tax anticipation note to save the 8.5 % financing cost associated with its pension obligation (\$16 million), and began receiving substantial income as a result of the renegotiated land lease for the Granite Links Recreational Complex.

These actions and innovations have considerably improved Quincy's financial underpinnings—both Moody's and Standard & Poor's have noted the strength of the administration's commitment to conservative fiscal policy, as well as the success of that policy. Based on this success Quincy has maintained a level bond rating.

Quincy is a vibrant community with a strong and balanced tax base. New growth continues in a positive manner—\$ 3.5 million projected for Fiscal Year 2004—and significant new projects are coming online in a healthy fashion. Quincy, which has avoided the layoffs and downsizing that virtually all of its neighbors have experienced, is well poised to continue its recent remarkable fiscal growth.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City of Quincy's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

City Auditor's Office
 City of Quincy
 1305 Hancock Street
 Quincy, Massachusetts 02169

CITY OF QUINCY, MASSACHUSETTS

STATEMENT OF NET ASSETS

JUNE 30, 2003

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
ASSETS			
Current:			
Cash and short-term investments\$	27,312,477	\$ 9,970,761	\$37,283,238
Investments	4,343,607	2,079,144	6,422,751
Receivables, net of allowance for uncollectibles:			
Property taxes	2,484,992	2,484,992	
Excises	1,523,265	1,523,265	
User fees	2,782,688	420,574	3,203,262
Departmental and other	483,015	483,015	
Intergovernmental	254,793	254,793	
Other assets	5,000	5,000	
Noncurrent			
Receivables, net of allowance for uncollectibles:			
Property taxes	4,358,140	4,358,140	
Loans	13,628,550	13,628,550	
Capital assets, net of accumulated depreciation	118,761,842	657,708119,419,550	
Other assets	<u>415,000</u>	<u>415,000</u>	
TOTAL ASSETS	176,348,369	13,133,187	189,481,556
LIABILITIES			
Current:			
Accounts payable	47,040	431,573	478,613
Accrued liabilities	12,303,162	519,811	12,822,973
Deferred revenues		1,066,976	1,066,976
Tax refunds payable	1,199,699		1,199,699
Internal balances	93,013	(93,013)	
Notes payable	4,300,000		4,300,000
Other current liabilities	485,483	112,616	598,099
Current portion of long-term liabilities:			
Bonds payable	5,951,510	55,000	6,006,510
Other liabilities	6,631,072	15,269	6,646,341
Noncurrent:			
Bonds payable, net of current portion	55,933,886	<u>165,000</u>	56,098,886
Other liabilities, net of current portion	<u>38,687,693</u>	<u>24,508</u>	38,712,201
TOTAL LIABILITIES	125,632,558	2,297,740	127,930,298
NET ASSETS			
Invested in capital assets, net of related debt	58,757,611	437,70859,195,319	
Restricted for:			
State and federal grants	3,945,253		3,945,253
Permanent funds:			
Expendable	765,982	765,982	
Nonexpendable	2,358,474	2,358,474	
Unrestricted	<u>(15,111,509)</u>	<u>10,397,739</u>	<u>(4,713,770)</u>
TOTAL NET ASSETS	\$ 50,715,811	\$ 10,835,447	\$ 61,551,258

See notes to financial statements.

CITY OF QUINCY, MASSACHUSETTS
STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2003

	Expenses	Program Revenues		Net (Expenses) Revenues and Changes in Net Assets	
		Charges for Services	Operating Grants and Contributions	Governmental Activities	Business-Type Activities
Governmental Activities:					
General government	\$ 6,392,978	\$ 975,237	\$ 1,041,448	\$ 126,500	\$ (4,376,293)
Public safety	34,459,022	3,125,030	2,018,644	(29,188,848)	(29,188,848)
Education	84,104,210	2,043,139	24,508,207	1,266,415	(56,286,449)
Public works	36,119,882	24,821,615	2,663,160	-	(8,635,107)
Health and human services	5,082,155	48,717	5,092,606	-	59,168
Culture and recreation	5,546,264	384,939	411,135	-	(4,750,190)
Employee benefits	41,663,609	-	-	(41,663,609)	(41,663,609)
Interest	2,504,621	-	-	(2,504,621)	(2,504,621)
Intergovernmental	3,504,350	-	-	(3,504,350)	(3,504,350)
Total Governmental Activities:	219,377,091	31,398,677	35,735,200	1,392,915	(150,850,299)
Business-Type Activities:					
Quincy College	12,438,512	14,888,398	-	-	2,449,886
Total	\$ 231,815,603	\$ 46,287,075	\$ 35,735,200	\$ 1,392,915	\$ (150,850,299)
General Revenues:					
Property taxes			118,953,879	-	118,953,879
Excise taxes			7,976,115	-	7,976,115
Grants and contributions not restricted to specific programs					35,388,610
Investment income			512,295	30,306	542,601
Miscellaneous			1,272,619	-	1,272,619
Transfers to agency fund			(17,000)	-	(17,000)
Permanent fund contributions			260,456	-	260,456
Total general revenues, transfers, and contributions			164,346,974	30,306	164,377,280
Change in Net Assets			13,496,675	2,480,192	15,976,867
Net Assets:					
Beginning of year, restated			37,219,136	8,355,255	45,574,391
End of year			\$ 50,715,811	\$ 10,835,447	\$ 61,551,258

See notes to financial statements.

CITY OF QUINCY, MASSACHUSETTS

GOVERNMENTAL FUNDS

BALANCE SHEET

ASSETS	JUNE 30, 2003		
	General	Nonmajor Governmental Funds	Total Governmental Funds
Cash and cash equivalents	\$ 10,449,732	16,862,745	27,312,477
Investments	1,389,898	2,953,709	4,343,607
Receivables:			
Property taxes	9,807,346		9,807,346
Excises	4,061,785		4,061,785
User fees	3,249,357		3,249,357
Departmental and other	483,015		483,015
Intergovernmental		254,792	254,792
Loans	12,100,000	1,528,550	13,628,550
TOTAL ASSETS	\$41,541,133	\$21,599,796	\$63,140,929

LIABILITIES AND FUND BALANCES

Liabilities:

Accounts payable	\$ 47,040		47,040
Accrued liabilities	7,109,128	84,597	7,193,725
Deferred revenues	28,883,305	1,528,550	30,411,855
Tax refunds payable	1,199,699		1,199,699
Due to other funds		93,013	93,013
Notes payable		4,300,000	4,300,000
Other liabilities	<u>485,483</u>		<u>485,483</u>
TOTAL LIABILITIES	37,724,655	6,006,160	43,730,815

Fund Balances:

Reserved for:			
Encumbrances and continuing appropriations	3,531,929		3,531,929
Perpetual (nonexpendable) permanent funds			3,124,4563,124,456
Unreserved:			
Undesignated, reported in:			
General fund	284,549		284,549
Special revenue funds		9,480,217	9,480,217
Capital project funds		<u>2,988,963</u>	<u>2,988,963</u>
TOTAL FUND BALANCES	3,816,478	<u>15,593,636</u>	<u>19,410,114</u>
TOTAL LIABILITIES AND FUND BALANCES	\$41,541,133	\$21,599,796	\$63,140,929

See notes to financial statements.

TREASURER

James L. Chiccino, TREASURER/TAX COLLECTOR



Annual Report 2003

		Nonmajor Governmental Funds	Total Governmental Funds
Revenues:	General		
Property taxes	\$ 118,469,019	\$ -	\$ 118,469,019
Excises	7,938,794	-	7,938,794
Penalties, interest and other taxes	1,131,210	-	1,131,210
Charges for services	24,086,601	4,192,818	28,279,419
Intergovernmental	52,619,048	16,609,106	69,228,154
Licenses and permits	1,731,230	-	1,731,230
Investment Income	447,519	64,774	512,293
Miscellaneous	<u>3,106,174</u>	<u>1,730,426</u>	<u>4,836,600</u>
Total Revenues	209,529,595	22,597,124	232,126,719
Expenditures:			
Current:			
General government	6,055,570	323,663	6,379,233
Public Safety	35,463,046	1,235,120	36,698,166
Education	72,385,758	11,377,426	83,763,184
Public Works	32,850,644	7,042,013	39,892,657
Health and human services	1,450,435	3,942,544	5,392,979
Culture and recreation	4,621,464	629,960	5,251,424
Employee benefits	41,453,832	-	41,453,832
Debt service	14,070,580	-	14,070,580
Intergovernmental	<u>3,504,350</u>	<u>-</u>	<u>3,504,350</u>
Total Expenditures	211,855,679	24,550,726	236,406,405
Excess (deficiency) of revenues over expenditure	(2,326,084)	(1,953,602)	(4,279,686)
Other Financing Sources (Uses):			
Proceeds from bond refunding	7,650,000	-	7,650,000
Payments to fiscal agent	(7,650,000)	-	(7,650,000)
Proceeds of bonds	-	900,350	900,350
Proceeds of notes (HPHC)	2,800,000	-	2,800,000
Proceeds of notes (QMC)	4,588,667	-	4,588,667
Operating transfers in	422,159	82,000	504,159
Operating transfers out	(17,000)	(504,159)	(521,159)
Total Other Financing Sources	7,793,826	478,191	8,272,017
Excess (deficiency) of revenues and other sources over expenditures and other uses	5,467,742	(1,475,411)	3,992,331
Fund Equity, at Beginning of Year, as restated	<u>(1,651,264)</u>	<u>17,069,047</u>	<u>15,417,783</u>
Fund Equity, at End of Year	\$3,816,478	\$15,593,636	\$19,410,114

THOMAS CRANE PUBLIC LIBRARY



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